

COLLEGE CATALOG 1999-2001

# YORK

C O L L E G E

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# **YORK COLLEGE**

*of Pennsylvania*

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A COEDUCATIONAL COLLEGE GRANTING  
ASSOCIATE, BACCALAUREATE AND MASTER'S DEGREES

**GENERAL CATALOG 1999-2001**

**Volume XLVV, 1999**

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York College of Pennsylvania  
York, Pennsylvania 17405-7199



## **ACCREDITATION AND MEMBERSHIP**

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### **Accredited by:**

The Commission on Higher Education, Middle States Association of Colleges and Schools

3624 Market Street, Philadelphia, PA 19104 (215) 662-5606

National League for Nursing Accrediting Commission

National Recreation and Park Association/American Association for Leisure and Recreation

Commission on Accreditation of Allied Health Education Programs

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### **Approved by:**

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The Pennsylvania State Board of Nursing

Department of Education for Training Veterans

Pennsylvania Board of Licensure for Nursing Home Administrators (NHA)

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Association of American Colleges

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College Entrance Examination Board

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Pennsylvania Association of College Admissions Counselors

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Pennsylvania Association of Graduate Schools

Pennsylvania Health Care Association

Pennsylvania Recreation and Park Society

National Association of Student Personnel Administrators

Potomac Chesapeake Association of College Admissions Counselors





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*Visitors:* York College welcomes visitors. Office hours during the academic year (September through Spring Commencement) are 8:30 a.m.–5:00 p.m. weekdays. During the summer most offices close at 11:30 a.m. on Friday. The reception desk is open from 9:00 a.m.–1:00 p.m. Saturdays. Please request appointments with the Director of Admissions well in advance.

*Rules:* Students are governed by the rules, regulations and provisions included in this publication. The College reserves the right to withdraw or modify any course.

The General Catalog of York College presents essential information on institutional purposes, programs, faculty, extracurricular activities, facilities, and costs. It is designed to assist prospective students in deciding whether York is the right place for them to pursue their educational goals and to provide a ready reference for enrolled students.

Although this bulletin was prepared on the basis of the best information available at the time of publication, the College reserves the right to change any provisions, regulations or requirements set forth within, without notice or obligation.

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*York College of Pennsylvania does not discriminate because of race, color, religious creed, ancestry, national origin, gender, disabilities or age in employment procedures or in recruitment and acceptance of students.*



# **YORK COLLEGE** *of Pennsylvania*

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## A MESSAGE FROM THE PRESIDENT

York College of Pennsylvania is a community of learners and learning, whose members share the common bond of active participation in academic and campus life. At York, we believe the collegiate experience at its best is a comprehensive process of personal development, which prepares graduates for productive roles in society, while facilitating their growth as individuals and life-long learners.

York is a venerable educational institution, tracing its heritage back to the early years of the American republic. Throughout its long history, York's mission has been to provide high quality, affordable educational programs that prepare leaders for the professions, business, industry, science, social service, and the arts.

York College has advanced significantly in size and stature, and looks forward to a future of widening opportunities for service and excellence.

I hope your experience at York College is a fulfilling one. We of the faculty and staff are ready to help you attain your academic goals and make plans for a successful future.

*George W. Waldner*

George W. Waldner, President





# INTRODUCTION

## INSTITUTIONAL PROFILE, MISSION, AND GOALS

### OVERVIEW

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York College of Pennsylvania is a private-sector, independent institution of higher education, which focuses on offering baccalaureate degree programs in the arts and sciences, as well as professional programs. Students may also enroll in courses leading to the associate degree and the master's degree in business administration.

The College draws its 3800 full-time undergraduate and 1500 part-time and graduate students from some 30 states and 15 foreign countries. Typically, 60% of York's freshmen hail from Pennsylvania, 15% from New Jersey, and 10% from each of the states of Maryland and New York.

The College occupies an 80-acre, park-like campus, just beyond the York city (pop. 50,000) limits, in the rolling hills of the south central part of the state. York is an economically vibrant area, with a solid industrial base as well as productive service and agricultural centers. Close to the heart of "Pennsylvania Dutch" country, York is one hour from Baltimore, two hours from Philadelphia or Washington, D.C., and four hours from New York City, Pittsburgh, or Richmond. Nearly half of its undergraduate students reside in college housing; others commute from their homes or live in rental housing in the vicinity of the campus.

York College envisions itself as a center of affordable academic excellence, and has received favorable national recognition for its success in offering a program of high quality at a tuition rate substantially lower than institutions of similar type, scope, and distinction. York's effective control of tuition costs stems principally from the long-term, generous support of the College by its friends in the York community and its alumni. This support has provided both superior debt-free physical facilities and permanent endowment resources sufficient to fund institutional scholarships and financial aid for needy students. York uses this fiscal strength in turn to provide a kind of "scholarship" to each of its students, in the form of relatively modest charges for tuition and campus housing.

York College is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, and has specialized accreditation for its business, nursing, allied health, and recreation programs. Certification programs in education have been approved by the Pennsylvania Department of Education.

## HERITAGE

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York College of Pennsylvania traces its institutional lineage to the York County Academy, which received its charter from the General Assembly of Pennsylvania on September 20, 1787, for the purpose of offering courses of instruction in "the learned and foreign languages, English, mathematics, and other useful branches of literature." The Reverend John Campbell of St. John's Episcopal Church played a leading role in the Academy's establishment and the early years of its operation. For well over a century the York County Academy functioned as a center of classical studies and the fine arts, educating thousands of persons who became leaders in local and national affairs as well as in the professions of education, medicine, and law.

In 1929, the Academy merged with the York Collegiate Institute, a sister institution which had been founded in 1873 by Samuel Small, a prominent businessman and philanthropist. In 1941, the trustees accepted the recommendation of the Institute's President, Dr. Lester F. Johnson, that the charter be amended to provide for a two-year liberal arts program at the prevailing college level. The new institution adopted the name York Junior College and appointed Dr. Johnson as its first president.

In the 1950s, the Junior College outgrew its physical facilities in the center of downtown York, and its academic capabilities advanced beyond the boundaries of a two-year program. Through the generosity of the trustees and other community leaders, a 57-acre site for a new campus was acquired and fund raising began to construct an entirely new and larger complex of campus buildings. In October of 1965, the new campus was dedicated, with words of commendation from then-Governor Scranton that the splendid new buildings testified to "private support and self-help at the local level." The new facilities, along with yet another successful capital campaign, also made feasible the extension of the curriculum to a full bachelor's degree program in 1968, leading once again to a change in the institution's name, this time to York College of Pennsylvania.

In the last thirty years the College has continued its advancement as a center for learning, scholarship, public service, and cultural affairs. Curricular resources have grown notably, providing increasingly diverse and sophisticated educational offerings, including master's degree level courses. Total enrollment now exceeds 5000, with students coming from a widening geographic sphere. Yet, the full-time undergraduate enrollment of about 3800 students, the emphasis on teaching excellence, and the relatively high proportion of students residing on campus permit the preservation of the personal collegiate atmosphere that has characterized the York educational experience for more than two hundred years.

## MISSION, GOALS, AND OBJECTIVES

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### MISSION STATEMENT

#### I. The Mission of the College

To make available, at the baccalaureate and associate degree levels, high-quality academic programs, which include general education components appropriate for the program's degree level and which cover a broad range of majors in professional and career fields as well as the arts and sciences;

To offer carefully selected master's degree programs, which reflect the enrollment emphases of the undergraduate curriculum and the professional development needs of the region;

To create a teaching and learning environment characterized by individual attention to students, high quality classroom instruction, thoughtful application of relevant technology, encouragement of life-long learning, attention to critical thinking skills, and strict adherence to principles of academic honesty;

To provide York College's educational programs with a superior degree of efficiency, in order to maintain the lowest feasible costs for students;

To attract applications from students from a variety of social, economic and geographic backgrounds, playing a special role in addressing the higher education aspirations of the people of York County;

To enroll principally students whose academic preparation places them in the broad middle to above average range of applicants for their intended degree programs, while remaining open to accepting some students who have demonstrated the capacity and motivation to succeed, even though they have not yet fully achieved their academic potential;

To provide educational opportunities for traditional-age, adult, full-time, and part-time students;

To facilitate the holistic development of students who devote full-time to their collegiate experience, while providing appropriate enrichment activities for part-time and adult learners; and

To place at the service of the community to the extent feasible the College's human and cultural resources and educational facilities.

#### II. Goals

##### *Outcomes Assessment*

General education curricula, majors, and minors will reflect the institution's mission and each will be defined in terms of intended learning outcomes; on-going monitoring of educational results shall be conducted, with the information obtained used to improve and revise relevant academic programs.

Other functional areas of College operations—library/learning resources, student affairs, business affairs, plant operations, athletics, fund-raising, alumni affairs, career services, admissions, and public relations—will also be directed to attain outcomes defined in relation to institutional mission and goals, and will be monitored and improved in response to the results attained.

### *Academic Programs*

The College will develop new programs consistent with the College's mission, regional economic development needs, and student interests, within the limits of available resources.

While the principal program emphasis is on campus-based credit courses, the College seeks to be responsive to requests for academic experiences to be held off-campus, as faculty resources are available through the relevant academic departments.

Academic requirements are the same for all matriculated day and evening students, in their respective degree programs. All programs, including those offered off-campus or in conjunction with other institutions, maintain academic integrity consistent with the College's standards.

### *Faculty*

York College is a student-centered, teaching institution. Accordingly, most of a faculty member's time should be allocated to class preparation and instruction, the evaluation of student work, and academic advising. The College encourages the scholarly development of faculty members, providing support for research and the preparation of publications. Every faculty member has the responsibility to advocate to students, colleagues, and the public the importance of intellectual curiosity and accomplishment. All full-time faculty members should be doctorally qualified or hold the relevant terminal degree in their fields. Faculty members are also encouraged to engage in activities which serve the needs of the community.

The College employs as adjunct (part-time) faculty members persons who possess the master's degree or equivalent academic credentials and who demonstrate the teaching skills required for full-time faculty members. The College provides opportunities for adjunct instructors to develop further as teachers and encourages their participation in appropriate departmental activities and the campus community.

### *Admissions*

The College Admissions Office admits an entering class of full-time bachelor's degree students with a combined average SAT score of approximately 1100, drawn principally from the upper two-fifths of the relevant secondary school graduation classes. The Admissions Office seeks especially students who have demonstrated ongoing participation and leadership in projects and organizations within the school and community.

The Admissions Office is, however, sensitive to the adverse effect that cultural and socio-economic disadvantages have had on some applicants. It conducts special outreach programs and application follow-up steps for such applicants and places appropriately greater weight on demonstrated eagerness for self-improvement, school/community activities, and letters of recommendation.

Associate, master's degree and adult learner programs admit students who are prepared to benefit from the curricular program in which they seek to enroll.

### *Campus Life and Diversity*

The College strives to foster a campus climate that sets a positive tone for learning and for healthy interaction, formally and informally, among College community members. In all aspects of academic and student life, College personnel strive to create an

environment in which all persons interact harmoniously, demonstrating respect for the rights of others and commitment to academic freedom and freedom of conscience.

The College assists students who commit full time to higher education to develop intellectually, physically, socially, spiritually, culturally and professionally and, to that end, provides a comprehensive program of extracurricular activities. Part-time learners are provided with appropriate enrichment opportunities.

### *Structure and Governance*

The Board of Trustees acts on broad policy matters and has final authority to define the College's mission and educational role. The President serves as chief executive officer and is responsible to the Board for the operation of the College. Line authority passes from the President to the administration and faculty. The College believes in involving trustees, administrators, faculty, staff, and students, both formally and informally, in appropriate governance processes.

A concerted effort is made to maintain an efficient administrative structure which facilitates responsiveness to the needs of the College and the people it serves. Cooperation among departments and the sharing of resources are emphasized in order to minimize bureaucratic barriers and duplication of effort. All employees are encouraged to work as a team to create a friendly, service-oriented ambiance on campus.

### *Facilities*

The College prides itself on the attractiveness of its physical environment, providing well-maintained, accessible buildings as well as facilities needed for athletics and fitness. The goal is to have facilities which are proportionate to enrollment and adequately support the requirements of educational and co-curricular programs.

### *Financial Goals*

The College is managed to ensure sufficient funds to operate as a comprehensive regional college and adequate quasi-endowment and plant fund reserves to provide financial aid to students and meet capital needs for facilities renewal and expansion. The College observes prudent budgeting, with a sensitivity to students' and families' ability to afford private higher education of high quality.

### *Alumni*

The College strives to cultivate strong, mutually beneficial, and lifelong relationships with its alumni.

The College sponsors alumni programming and seeks from its alumni guidance, involvement and financial support.

### *Community Relations*

The College endeavors to foster positive interaction with the surrounding community, while addressing York County's higher education needs. The College provides physical facilities, educational and training programs, consulting services, as well as cultural and social activities to the community. Volunteer community service by faculty members, students, administrators, and staff is promoted throughout the campus.



## LOCATION

York College of Pennsylvania's address is in its name—York, Pennsylvania, a city of 50,000 situated in the heart of the Middle Atlantic population corridor. The campus is located on Country Club Road, two miles south of the city center's Continental Square. The greater York area includes a total of more than 350,000 people.

York's most exciting moment in history came during the American Revolution, when the British advance on Philadelphia caused the Continental Congress to relocate to York, making the town the capital of the nascent nation. During the winter of 1777–78, Congress convened in the York County Courthouse and adopted, among other important documents, the country's first constitution, the Articles of Confederation, in which the official name, the United States of America, was used for the first time. Congress also proclaimed the nation's first Thanksgiving holiday while in York, as a day of gratitude for the American victory at Saratoga.

Today, York is an economically diverse and dynamic area, with some of the country's most fertile farmland as well as world class manufacturing enterprises, including the headquarters of several "Fortune 500" companies.



## Traveling time from . . .

### New York City:

Take Route 80 west to Route 287 south, continue to Route 22-78 west (Clinton), then to Route 81 (Harrisburg), follow Route 83 south (York) and follow directions from Harrisburg. Approximate driving time: 4 1/2 hours. **OR** Take the New Jersey Turnpike (Route 95 south), continue to Pennsylvania Turnpike (Route 76 west), take Turnpike to Exit 21, Route 222 south to Route 30 west. Take Route 30 west, and follow directions from Lancaster. Approximate driving time: 4 1/2 hours.

### Philadelphia, PA:

Take the Pennsylvania Turnpike (Route 76 west) to Exit 21, Route 222 south to Route 30 west. Take Route 30 west and follow directions from Lancaster. Approximate driving time: 2 hours.

### Pittsburgh, PA:

Take the Pennsylvania Turnpike (Route 76 east) into Harrisburg. Get off at West Shore exit 18 to

Interstate 83 south to exit 6W at 3rd traffic light, make left on Rathton Rd. Approximate driving time: 4 hours.

### Lancaster, PA:

Take Route 30 west to Interstate 83 south. Take Exit 6W and turn left at third traffic light (Rathton Road). Approximate driving time: 45 minutes.

### Harrisburg, PA:

Take Interstate 83 south to Exit 6W and turn left at third traffic light (Rathton Road). Approximate driving time: 45 minutes.

### Baltimore, MD:

Take Beltway 695 north to Interstate 83 north, take Exit 5, Business Route 83 north. Approximate driving time: 1 hour.

### Washington, DC:

Take Beltway 495 north to Route 95 north, to Baltimore Beltway 695, (east or west), then take Interstate 83 north, to Exit 5, Business Route 83 north. Approximate driving time: 2 hours.



## FACILITIES

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The campus is bordered by residential neighborhoods, a small shopping plaza, York Hospital, and a park. The campus complex includes:

**Schmidt Library:** The library provides students the latest in information resources and technology. YorCat, the online catalog provides access to more than 176,000 books, periodicals, indexes, and audio visual items. YorCat also provides full access to the Internet as well as an extensive system of subject-specific research pages. Over three million additional titles in cooperating libraries are available to YCP students. Reference service, library instruction, database searching, and interlibrary loan are important daily priorities. Facilities include: conference rooms, photocopiers, and an audiovisual production area. The Library also houses the Lincoln Seminar Room, Archives, and the Special Collections Room.

**Melvin H. Campbell Hall:** The facility contains lecture halls, science laboratories, a language laboratory, and general purpose classrooms. In 1983, a major renovation of existing chemistry laboratories, coupled with a one million dollar addition of classrooms and laboratories, created Campbell Hall's Chemistry Wing and in 1995, the classrooms, offices, and facilities in the remainder of the building were completely renovated as well.

**Life-Sciences Building:** Completed in 1974, the Life-Sciences Building contains ten laboratories, a theater, general purpose classrooms, faculty offices, and conference rooms.

**Business Administration Center:** Completed in 1989, the Center contains the main academic computer, microcomputer laboratories, classrooms, faculty offices, and the Glatfelter Telecommunications Center.

**Information Resources:** Information Resources provides state-of-the-art information systems to faculty, students, and staff. All members of the York College community are assigned a network account that allows them to access file storage, networked programs, e-mail, the World Wide Web and printing. York College of Pennsylvania network services are provided by a variety of servers to desktop computers via campus-wide fiber optic network connecting all academic, administrative and residential buildings. In addition, 11 computer labs with 240 desktop computers running Windows provide access to over 700 software applications available on the servers.

**Life-Sciences Annex:** Completed in 1981, the Life-Sciences Annex contains a theater workshop area, additional classroom and seminar space, faculty offices and a faculty lounge.

**McKay Hall:** Acquired in 1996, and expanded in 1999, this 39,000-square-foot building provides specialized facilities for Nursing and Mechanical Engineering. Located one block west of campus, McKay Hall includes faculty offices, general classroom space, a campus computer lab, and specialized laboratories for upper division nursing and engineering classes.

**Music, Art, and Communications Center:** Completed in 1994, the MAC Center includes the latest technology for art, music and television. All instructional rooms are

wired for television and computer applications. Its 60,000 square feet include music practice rooms; music and art studios for instruction; television control room, studios and edit suites; an advanced applications video, music and art computer facility; a 208-seat recital hall; the York College Art Galleries; and general purpose classrooms.

***Charles Wolf Gymnasium:*** This building serves as a gymnasium and as an auditorium for lectures and concerts. The main floor contains the intercollegiate basketball arena, lobbies, storage facilities, and the office of the Director of Athletics. The lower level has a gymnasium, wrestling rooms, training room, physical fitness center, swimming pool, locker and shower areas, classrooms, offices and Public Relations/Publications. The Physical Fitness Center includes multiple stations of Body Master machines, free weights, and cardiovascular machines. Students wishing to utilize the facility will be asked to participate in an orientation session outlining the Center's policies and machine usages.

***The Wolf Academic Center:*** Renovated in summer 1997, this 8,000-square-foot facility located on the lower level of Wolf Gymnasium is a multi-use center. It houses five general purpose classrooms, four academic offices, the office for the Alumni Association phone-a-thon, as well as the Learning Resource Center.

***The Learning Resource Center:*** The Learning Resource Center offers tutorial assistance to students in writing and mathematics. In addition, the center coordinates supplemental instruction in certain disciplines as requested by classroom instructors, and offers a full range of study skills assistance for students. Students seeking assistance should contact the center to schedule an appointment with a member of the professional tutorial staff. Academic tutoring in other courses is also available, and students may contact the center for a list of qualified upperclassmen willing to work with students for a fee.

In addition, the Learning Resource Center provides services for special needs students with a documented disability. The coordinator of the Learning Resource Center will assist students in providing reasonable accommodations for courses while ensuring that the academic standards and course requirements, as established by the college, are maintained.

***Bookstore:*** The bookstore, located in the Student Union building, offers an excellent variety of products that support academic work. In addition to being the source for all textbooks, providing both new and used books, the store provides a buy back system each semester to recycle unwanted books. The College logo is prominent throughout the store on clothing, glassware and academic supplies. The bookstore offers a variety of personal care items and services.

***Robert V. Iosue Student Union:*** This facility contains the Johnson Dining Room which seats 600, Buechel Lounge, Alumni Hall, 1770s Room, the Spart's Den, which regularly offers live entertainment, lounge areas, a snack bar, college bookstore and convenience mini-mart; MacDougal Lounge, which houses the multi-cultural, multi-purpose center, T.V. room, a video arcade, conference rooms and offices for: Counseling Services, Career Services, Food Services, Student Senate, Security, WVYC-FM 99.7 Radio Station, Intramurals, Student Activities & Orientation, Residential

Programming and Campus Wellness Office, Student Newspaper, Yearbook, chaplains, student organizations, and the Health Center.

***Ray A. Miller Administration Building:*** Located along Country Club Road, this office building houses all of the operating divisions of the College, including the President's Office, Admissions, Academic Affairs, Student Affairs, Administrative Computer Center, Advancement and Business Affairs.

***Brougher Chapel:*** This campus interfaith chapel serves as the center of worship for all faiths in the campus community. It is located on the northeastern corner of the campus near the president's home and Springettsbury Avenue. In addition to the main worship area, it contains space for religious activities, meditation, counseling and appropriate events. The Catholic and Protestant Chaplain's offices are located in the chapel as well.

## **COLLEGE HOUSING AND RESIDENTIAL PROGRAMS**

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## STUDENT LIFE

### STUDENT AFFAIRS

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Student Life programs and services are driven by the York College Mission, and the Student Affairs Division has as its primary goal a commitment to providing a campus environment that is developmental to student learning and student growth. The focus is on generating educational opportunities and wellness both in and outside the classroom and through all aspects of student campus life. These programs and services are directed and coordinated by the Student Affairs Division in Student Activities and Orientation, Athletics, Residential Programs and Campus Wellness, Housing Services, Career Services, Counseling Services, Health Services, Food Services, Religious Activities, Student Organizations, Judicial Affairs, and Volunteer/Community Services.

### STUDENT RESPONSIBILITY

The student at York College is a member of the academic community as well as the civil community. All students have the rights, duties and obligations associated with being a citizen in such communities. As legal adults, students are expected to obey civil law and accept personal responsibility for their behavior.

### COLLEGE HOUSING AND RESIDENTIAL PROGRAMS

The facilities listed below accommodate York College's resident students. Many options are offered, both on and near the campus proper, to meet the needs and interests of students in each class. The College's residential facilities are designed to permit progressively greater independence for students as they progress through their years on campus. Resident Directors and Assistants staff each facility to supervise activity, develop programs, utilizing the wellness model, handle administrative requirements and assist each student to achieve appropriate personal, educational and developmental benefits from residence on campus.

A student who wishes to reside on campus or in College-owned or operated apartments must submit a Housing Application/Contract Card and a \$200 deposit to the Business Office. Space is assigned and housing is guaranteed according to a "first-come, first served" procedure based on the date your deposit is received. An early response may, therefore, assure the student of College housing.

#### **Traditional Housing**

##### *Traditional Residence Halls*

York College offers both single sex and co-ed facilities with long dormitory-style hallways. Each traditional hall houses between 120 and 170 people with 30-60 students

living on each floor. Students residing in traditional facilities are required to participate in the College meal plan.

***Penn Hall:*** This co-ed residence houses approximately 130 students in mainly double-occupancy rooms. It offers a lovely lounge and recreation area, Director's Office, reading, study and conference facilities and a laundry and kitchenette for student use.

***Beard Hall:*** Similar in design and adjacent to Penn Hall, this co-ed residence houses approximately 130 students mainly in double-occupancy rooms. It includes an expansive lounge and recreation area, a Director's Office and laundry facilities. Beard Hall provides a somewhat more intimate atmosphere than may be found in the larger, traditional halls.

***Manor North:*** This co-ed residence houses approximately 170 students mainly in double occupancy rooms. It features a spacious reading and study area, a recreation room, a Director's Office and laundry facilities.

***Manor South:*** A Director's Office, lounge and recreation area provide an exciting community focus in this traditional co-ed residence. Over 120 students live in the facility.

***Manor Northeast:*** Our newest residence hall houses 99 students. Part of the Manor North complex, it features double rooms, mailbox service, sign-in desk and laundry facilities.

***Codorus Hall:*** This newly built residence hall houses 39 women. Part of the Penn complex, it is located directly east of Penn Hall.

## **Non-Traditional Housing**

### ***Suite-Style Residence Halls***

These residence facilities are intended largely for sophomores and the more mature freshmen. Completed in 1981 and 1982, these five buildings feature suites of double- and triple-occupancy bedrooms arranged around a fully furnished living room. This concept combines the benefits of on-campus living with the more personal and independent environment uniquely suited to the academic interests of the more mature student. The meal plan is required.

***Willow/Laurel/Evergreen Halls:*** Sometimes referred to as "the mini-dorms," these buildings house 40 students each in four separate suites of ten students. Each suite features two double and two triple rooms, a central living room, bath, and either a balcony or patio. Operated as part of the Beard Complex, mail pickup, desk services and recreational facilities are all available in Penn Hall.

***Manor East and West:*** As part of Manor Complex, these suite-style facilities house 16 students per suite. Double-occupancy rooms surround a large, furnished living room. Each suite has its own bath and laundry facilities and the added luxury of a balcony.

### ***Small Group/Interest Houses***

The College supports the legitimate social and educational goals of clubs, independent and Greek organizations on campus. The college owns eight homes on the



perimeter of the campus to accommodate these groups: Arnold House, Curry House, Honors House, Kieffer House, Pershing Hall, Springdale Hall, Springettsbury Hall, and Wenger House. The College meal plan is not required. Two of the houses, Springdale Hall and Springettsbury Hall, feature a smoke-free living environment.

### ***College Apartments***

Apartment living under the sponsorship of the College and the guidance of College staff is considered by many parents and students alike to be ideal for upperclassmen who will soon be living as independent adults. The added responsibilities required as a part of assignment to College apartments provide an important transition to real world life roles. The College meal plan is not required.

***Country Club Manor Apartments:*** This College-owned apartment complex, located one-half mile west of campus, houses 270 students in mainly three- and four-person fully furnished apartments. These townhouse apartments feature a fully equipped kitchen, dining room, adequate storage and comfortable furniture. The atmosphere of independence and privacy, the beauty of the grounds and the proximity to the campus proper combine to make Country Club especially desirable.

***Tyler Run Apartments:*** This is a campus apartment complex housing 192 students. Each apartment houses six students and includes two bedrooms, two bathrooms (in most apartments), a living room, and kitchen. The apartments are located on the north side of campus. This facility is most desirable for men and women in their junior or senior year.

***Susquehanna Apartments:*** These apartments are located directly east of Penn Hall and are part of the Penn Complex. These apartments house four and six students per furnished apartment and house 104 students in total.

### ***Facilities and Campus Accessibility***

For information on York College's facilities that address campus accessibility, individuals should contact the Director of Physical Plant & Personnel, Rm. 118 in the Miller Administration Building (Ext. 1211).

### ***Non-College Housing***

Independent (non College-affiliated) rooms, apartments and houses are of interest to many students. Since decisions on housing are of a personal and subjective nature that we feel should be made by the individual, the Housing Office does not publish a listing of off-campus housing. Publishing a listing would imply that we sanction or approve off-campus facilities. The Housing Office does make available an off-campus housing guide to assist students in making good choices.

### ***York College of Pennsylvania Housing and Residence Policy***

York College aspires to address affirmatively the on-campus housing needs of full-time students in the context of greater demand for such accommodations than existing housing capacity. Priority for on-campus housing is granted to: 1) students who

are less than six years beyond high school graduation and thus have the highest potential to benefit from the developmental features of residence hall programs; 2) students who are inexperienced in living away from their parent(s)/guardian(s) and need a structured living environment; and 3) students who are inexperienced in living independently in a non-campus setting and who need the support services provided for college housing facilities.

The College classifies those students who live in College-owned or sponsored facilities as **RESIDENT STUDENTS**, and those who are local residents and live at home as **COMMUTERS**. A third classification is **RESIDENT COMMUTER**, a student who is not a local resident but lives in non-college housing, an apartment, or a room found through the student's own initiative or by way of a non-college housing file maintained by the Residence Life Office.

1. First-year full-time students of traditional college age (who have graduated from high school within two years) are required to live in YCP residence facilities or to commute from the home of a parent/guardian/relative for their initial year of enrollment at York College of Pennsylvania.
2. Sophomore and higher (24+ credits completed) full-time students may live off-campus, with the authorization of the Residence Life Office, in a dwelling unit which is not the domicile of a parent/guardian/relative if they:
  - a. are in academic good standing;
  - b. provide written evidence that the dwelling unit they plan to occupy meets applicable municipal zoning and housing regulations;
  - c. confirm in writing their understanding that York College of Pennsylvania does not warrant the suitability or safety of the off-campus dwelling unit they plan to occupy and that the student is responsible to ascertain that the unit is suitable, safe and in compliance with applicable law.
3. Violations of the Housing Policy shall be adjudicated through College disciplinary channels.

We encourage all students to be aware of their rights and responsibilities regarding occupancy and safety. These ordinances vary according to the municipality in which the home/apartment is located. Check with the local borough or township office for ordinances that apply to that locality. A summary of the York City Housing Regulations is as follows:

The College has been advised officially by City authorities that City regulations prohibit more than two unrelated persons to inhabit a dwelling unit in the City's residential neighborhoods. The point of this advisory is to provide advance notice that City zoning officers will be citing violating landlords and tenants on a regular basis and seeking to impose fines on such violators.

Students should take care to avoid residing in an off-campus "dwelling unit" with more than one other related person, given the provisions of prevailing regulations and the chance that enforcement of such regulations could displace a person at a point in the academic year that would interfere with his/her studies. Students may direct inquiries regarding particular dwelling units to City of York, Zoning Officer, 849-2248.

Information regarding available off-campus accommodations can be located through the following sources:

The York Dispatch (Evening Paper)

The York Daily Record (Morning Paper)

The Community Courier

Local real estate agencies-Rental Dept. (numbers available in the Yellow Pages under Real Estate)

Bulletin Board-various locations on campus.

At other times during the College year when vacancies occur in College housing, students may request College housing by contacting the Director of Residence Life. Dormitory students are required to purchase their meals through the College Food Service and eat in the College dining room. Apartment and off-campus students have the option of buying a meal plan.

Throughout the academic year the resident student is bound by his/her housing contract unless he/she is released by the Director of Residence Life.

## **SPRING ORIENTATION**

Orientation offers the student an opportunity to consult with faculty, confirm their classes, meet other students, and be introduced to YCP personnel, services, and facilities. All new students, including transfers, are requested to attend.

## **COUNSELING SERVICES**

College is a time of unlimited opportunity and growth. College life brings with it many new challenges: becoming independent, developing friendships and intimate relationships, clarifying one's personal value system, dealing with stress, and making life decisions.

A full-time counselor is here to guide and support you as you take on difficult life challenges. Counseling Services provides both individual and group counseling.

## **CAREER SERVICES**

Individual career guidance is available to assist students with choosing a major, academic concerns, internships, resume preparation, job interviews and career planning. Career development workshops and seminars are scheduled each semester; videotaped mock job interviews offer students valuable feedback in seeing themselves as a prospective employer would see them.

An up-to-date Career Library functions as a resource center with the following services: SIGI-Plus, a computer-assisted career exploration system; job vacancy notices for full-time, part-time and summer employment, Career Weekly (a weekly publication listing employment openings, internship opportunities, and upcoming Career

Services events), and local, regional and national information on job opportunities. A Career Contact Network of friendly alumni is also offered, as is a resource library describing study abroad opportunities and professional school examination programs (GRE, GMAT, LSAT, etc.)

Credentials files are maintained and career planning services are offered for students and alumni registered with the center. Focus on Careers is an annual career networking event with over 50 exhibitors who provide valuable career information and the opportunity to explore how students' academic majors relate to career options, internships and employment opportunities. The interaction between students and exhibitor increases the student's awareness of the employer's expectations and promotes a realistic understanding of entry level positions. Students are also advised of and encouraged to attend local and regional job fairs co-sponsored by York College and other educational institutions.

### **RELIGIOUS LIFE/RELIGIOUS RESOURCES**

The College retains the services of local chaplains for the purpose of providing students an additional means of counseling and a source of spiritual guidance on campus. The Chaplains' offices, located in the Brougher Campus Chapel and the Student Union, post day, evening, and weekend hours throughout the year, and are open to any student. The Campus Chapel serves as the center of worship for all faiths in the College community.

Interfaith programs and worship are planned and coordinated by the Council on Religious Activities, the religious organizations, and the chaplains in conjunction with the college's Religious Activities Coordinator. The council and religious staff work to foster an atmosphere on campus which will enhance an awareness of the spiritual dimensions of life.

### **EXPLORIENTATION**

Explororientation is a comprehensive freshmen and transfer orientation program designed to guide new students to personal and academic success. Beyond an introduction to campus life, the Explororientation program pays attention to the necessary personal adjustments made in this time of transition. Each student will participate in many activities ranging from academic sessions to social events. The program is designed to be a learning experience and a very enjoyable way to begin college. Explororientation is held in early September, prior to the start of classes.

### **PEER ADVISOR PROGRAM**

A Peer Advisor is a trained upper-class student who assists a small group of new students during their first semester at York College. The Peer Advisors hold meetings and activities regularly throughout the first year to help orient freshmen and transfers to college life. This program has proved to be helpful in making the transition easier and more enjoyable.

## ALCOHOL AND DRUG POLICY AND PROGRAM

College years are a time of growth, experimentation and development. As such, use of alcohol and drugs poses certain serious, and at times, life-threatening problems. Students need to have an awareness about alcohol and drugs, college regulations, legal implications, and related issues.

### The Law

Pennsylvania law prohibits the possession and consumption of alcoholic beverages by individuals under the age of 21. Pennsylvania law prohibits the sale of alcoholic beverages to anyone unless they have the proper license issued by the Pennsylvania Liquor Control Board. Pennsylvania and federal law prohibits the possession, manufacture, sale and distribution of illegal substances. Giving marijuana or another drug free of charge may be considered the same as sale or distribution. Possession of large amounts of drugs may be viewed as possession with intent to sell. Applicable legal sanctions may include loss or suspension of driver's license, fines and/or jail time.

### YCP Policy

Believing that the use of alcoholic beverages is detrimental to the standards of group living and academic achievement, the College does not permit students the use or possession of such beverages on campus. Drinking of alcoholic beverages off campus is not encouraged and, if done, should comply with the above stated law. Any student found using or selling illegal drugs may face suspension from the College and may also be referred to the civil authorities for prosecution.

Students found in violation of the above policies may be referred for appropriate campus assistance, counseling and educational programs as part of the disciplinary sanctions. Disciplinary sanctions may include probation, removal from residence facilities, and/or suspension from the College.

### *Where to Get Help and Information on Campus:*

D.A.W.N. (Drug and Alcohol Wellness Network): Members of the campus community will meet to discuss related campus issues, conduct educational sessions, and plan activities. Such activities include Alcohol Awareness Week, Drug Awareness Week, and events in conjunction with the W.A.V.E. (Wellness Activities for Virtually Everyone) Series. Contact: Office of Residential Programs and Campus Wellness.

Counseling Services: Individual guidance on personal issues is available as well as related information and referral resources for the YCP community. Contact: Office of Counseling Services or Office of Residential Programs and Campus Wellness.

There are several campus and community organizations that serve and assist with alcohol and drug related concerns. Information is available through the Office of Residential Programs and Campus Wellness, the Office of Counseling Services, and the Student Affairs Office.

## **HEALTH SERVICES**

The primary goal of the Health Center is to assist students and the College community in obtaining and maintaining optimal physical and mental well being.

### **Eligibility**

All registered students are eligible to use the Health Center. Students are required to have an admission physical on file in the Health Center.

### **Facilities**

The Health Center is located on the lower level of the Iosue Student Union. Call the Health Center at 849-1615 or Ext. 1615.

### **Hours of operation are:**

Mon–Thurs	8:30 a.m.–8:00 p.m.
Fri	8:30 a.m.–4:30 p.m.; 6:00 p.m.–11:00 p.m.
Sat	6:00 p.m.–11:00 p.m.
Sun	12 noon–2 p.m.

During hours of operation, a registered nurse is available. The College physician and Nurse Practitioner are available by appointment. Call 849-1615 or Ext. 1615 to schedule an appointment.

### **Confidentiality**

All discussions, examinations, and everything that transpires in the Health Center is held in strict confidence. The student's written permission is necessary before information may be released to anyone not directly involved with the care.

### **Fees**

There is no charge for visits to the Health Center, however, students are financially responsible for prescriptions, x-rays, laboratory studies, and referrals to off-campus facilities or consultations. All students are expected to have accident and health insurance. Those who do not have coverage are required to apply for a policy available to all York College students. This information may be obtained in the Office of Student Affairs.

### **Excuse Policy**

The Health Center staff will verify your visit, however, they will not provide written excuses for missed classes. Resident students are to report all illnesses and accidents occurring after hours to the Resident Director or designated staff. A student confined in the residence hall more than 48 hours is expected to make arrangements to be taken home or evaluated at a local hospital.

## FOOD SERVICES

Chartwells Incorporated and the manager of Food Services works closely with the Student Affairs Division to offer meals seven days a week which will be both enjoyable and economical to students. The manager welcomes constructive suggestions from students about the food services. Various special dinners are planned during the year and many campus organizations plan their program refreshments through food services.

All students living in traditional on-campus housing must purchase the College's full meal plan. A lounge with vending machines and coffee snack cart is located in Campbell Hall, a full-service a la carte snack bar is located in the Student Union, and a lunch plan in the dining hall is available for commuters.

## SECURITY

At York College one can feel the effects of a friendly and safe campus, although no college can offer a 100% guarantee of safety. The York College Security Department offers twenty-four hour security coverage which provides the kind of environment that is stimulating, supportive, and free from unnecessary risks. A publication entitled "Campus Safety Statistics" summarizing all reported illegal misconduct occurring on campus is available upon request from the Security and Admissions Departments.

## AUTOMOBILES

Motor vehicles are permitted on campus or lots adjacent to campus for all students and must be registered with the College Operations Office. During registration, resident students may purchase an annual \$10 bumper sticker which entitles them to park in specific designated areas. Students living off campus may obtain a commuter sticker at no charge which allows for parking in any area not designated for faculty, staff and visitors.

## STUDENT GRIEVANCE PROCEDURE

The student grievance procedure for non-academic matters may be initiated by the student with the administrator involved. It may then be appealed to the administrator's supervisor and, if appropriate, to the Dean of Student Affairs. In cases where administrative action has affected the status of a student (suspension, probation or removal from campus residence), the appeal must be in writing and must be submitted within 48 hours of the formal notification of disciplinary action.

The student grievance procedure for academic matters is similar to the non-academic grievance procedure. It begins with the faculty member involved and may then be appealed to the department chair, and, if appropriate, to the Dean of Academic Affairs.

## CAMPUS ACTIVITIES

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A vital aspect of student life involves participation in campus activities, including Student Government, academic, social, and special interest organizations, and the many social, educational and recreational events which take place on campus. A diversified program of events is planned by students on the Campus Activities Board, working with the Director of Student Activities. Each semester features a wide range of activities such as comedians, musical performers, game shows, concerts, films, bus trips, lectures, hypnotists, and many other special events. In addition, academic departments frequently schedule special programs of general appeal. Department offerings have ranged from nationally-known poets to state officials and leaders from industry and community life.

The Student Union serves as the “family room” of the campus where, in an informal atmosphere, all the members of the campus community can gather to interact socially and intellectually outside the classroom. For some it also serves as a laboratory of citizenship, training students in social responsibility and leadership in community life. Programs offered at the Student Union provide cultural, social, and recreational activities designed to complement academic endeavors. All such programs are intended to encourage self-directed activity, giving maximum opportunity for self-realization and for growth in individual social competency and group effectiveness.

The Student Union facility includes lounges, study areas, meeting rooms, a snack bar and dining hall, bookstore and mailroom, a recreation room, student organization offices, intramural office and offices for Campus Security, Chaplains, the Student Senate, Student Activities, Residential Programs and Wellness, Counseling Services, Career Services, and radio station WVYC. The building is available for use by all members of the College Community, seven days per week, when the College is in session.

## CULTURAL ACTIVITIES

*Candlelight Concert Series* is a community outreach program, featuring special guest artists, York College faculty and students. The concerts are held in the MAC Center Recital Hall and are free and open to the public.

*Student Musical Groups* are maintained under the direction of the Division of Music and are open to all students at York College. Performing groups include the York College Chorale, Wind Symphony, Opera and Musical Theater Workshop, Jazz Ensemble, Symphony Orchestra and a variety of smaller groups, such as Chamber Singers, Percussion and Guitar Ensembles, and string, brass and woodwind groups. All groups perform every semester in the MAC Center Recital Hall. The concerts are free and open to the public.

*Art Exhibits:* An art gallery is as vital to a college campus as its academic buildings, providing an opportunity to examine and explore forms of visual artistic expression. The York College Galleries, located on the first floor of the Music, Art, and Communications Center, host exhibitions ranging from the traditional to the contemporary as well as arts-related activities. Program highlights include the annual student exhibition, the senior art show, juried and invitational exhibits, and traveling exhibitions.



## ATHLETICS

York College's sports program is designed to supplement academic experiences by providing opportunities for all students to participate in or witness intercollegiate or intramural competitions. The program is consciously geared to student interests and needs. Care is exercised to avoid detracting from students' academic pursuits and to enhance overall achievement, by supplying outlets for physical and emotional expression.

**Open Gymnasium Hours:** The pool, gym and fitness center are available at no cost to students for free play at specified hours.

## INTRAMURAL SPORTS

A wide variety of intramurals allows every student to engage in some organized sport without the pressure of intercollegiate competition. Men participate in flag football, volleyball, basketball, softball, soccer, tennis, badminton, and water polo. Women participate in volleyball, basketball, softball, tennis, flag football, badminton, swimming, and soccer. Coed competition is held in volleyball. Other activities are added when students express interest.

## INTERCOLLEGIATE SPORTS

Programs are provided for students who are physically and psychologically equipped to participate in competitive sports with representatives from other colleges. Intercollegiate sports for men include baseball, basketball, golf, soccer, swimming, track and field, wrestling, lacrosse, tennis, and cross country. Women's intercollegiate program includes soccer, basketball, field hockey, tennis, track and field, cross country, volleyball, softball, and swimming.

**Cheerleading** is a student activity closely related to and supportive of the intercollegiate teams. The squad is comprised of twelve students. Squad vacancies are filled through open competition.

## ORGANIZATIONS

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Over 60 student organizations provide opportunities for full time students to become involved in various special interest groups.

## STUDENT GOVERNMENT

The Student Senate, as a representative body, provides the means for:

1. responsible and effective student participation in the organization and control of student affairs,
2. taking action in the best interest of the student body and college community,
3. providing an official voice through which student opinion may be expressed,
4. fostering awareness of the student's position in the campus, local, state, national, and international communities.

Officers and student senators are elected by the students. Students are chosen by the Student Senate to participate on Faculty Senate committees. Members of the Student Senate invite interested students to participate in any Senate function. The Senate meets weekly, with two faculty and three administrative advisors. Meetings are open to any member of the student body.

### **SPECIAL INTEREST**

#### *American Criminal Justice Association*

The American Criminal Justice Association is designed to foster a greater understanding of the field of criminal justice. It provides a forum for students of criminal justice in all matters of professional concern to them.

#### *American Marketing Association*

In 1990, the YCP Marketing Club became a chapter of the American Marketing Association. The club is a social and informational organization open to any student interested in getting ahead in the business world. The club is designed to serve as a medium of exchange of knowledge in the field of marketing. As an AMA member, students will enjoy a trade journal throughout the year. Programs, guest speakers and field trips to marketing related businesses are a large part of the club's activities. After being an AMA member during College, students can then join the professional chapter of the American Marketing Association at a reduced rate for the first year.

#### *Biology Club*

The purpose of this organization is to provide biology and allied health students with an opportunity to extend their knowledge of biological and social mechanisms, and to provide those students with an avenue to share their knowledge with the community. The Biology Club seeks to stimulate camaraderie among students with similar interests.

#### *Black Student Union*

The B.S.U. is a service group organized to provide unity and leadership to students who are interested in stimulating and educating other students and the community on topics concerning African Americans. The organization is open to all students.

#### *College Republican Club*

The College Republican Club is an organization which helps to make known and promote the principles of the Republican Party among the students of YCP. They aid in the elections of Republican candidates at all levels of the government and strive to develop political skills and leadership abilities among YCP students as a preparation for future service to the Republican party, and to the community as a whole. Regardless of political affiliation, all are welcome to join.

#### *Data Processing Management Association*

The D.P.M.A. is a national organization which is based in the business community. Overall the majority of members are people working in the computer field, with an

active percentage being students. The purpose of the York College chapter of D.P.M.A. is to bridge the gap between the theoretical training of college and the computerized world of business. This is accomplished through demonstrations, tours, guest speakers, and through monthly dinner meetings where students can socialize with people in the computer field.

### *Freedom Rings*

The purpose of Freedom Rings is to provide an educational atmosphere and environment for gay, lesbian, bisexual, and transgender issues on campus. It will also provide outreach, support resources, and programs throughout the College. Freedom Rings welcomes friends and allies in support of our issues and concerns on campus and within the York community.

### *Habitat for Humanity*

Habitat for Humanity is an ecumenical Christian housing organization that works in partnership with people in need to improve the conditions in which they are forced to live. The organization has regular outings and work days. All are welcome to join.

### *Hillel*

This national organization offers spiritual guidance and other activities for members of the Jewish faith. The YCP chapter was formed by interested students, faculty, administrators, and members of the local community to facilitate the special needs of Jewish students at York College.

### *History and International Studies Professional Organization (H.I.S.P.O.)*

H.I.S.P.O. is an organization devoted to the exploration of career opportunities for students in the fields of History, Political Science, and International Studies. H.I.S.P.O. arranges public lectures by professionals in the related fields (professors, authors, and museum curators), holds "roundtable" discussions on current controversies, and participates in the field trips to museums, archives, and conferences. This organization also provides members with the opportunity to gain work experience in their prospective fields through the Daughters of the American Revolution, the Historical Society of York County, Hispanic Students Organization, and other such organizations in the York County area.

### *International Students Club*

This organization promotes a positive atmosphere for international students to socialize and investigate the values of all foreign cultures as well as American society. The club shares with all American students a wide range of personal, social, and political experiences. Membership is open to all students with an interest in foreign cultures.

### *Inter-Varsity Christian Fellowship*

A Christian organization with a three-fold purpose: 1) to lead others to personal faith in Christ as Lord and Savior, 2) to help Christians grow toward maturity as disciples of Christ through study of the Bible, prayer, and Christian fellowship, and 3) to

present the call of God to York College, helping students and faculty discover God's role for them. All meetings are open to anyone regardless of religious background or church affiliation.

### ***MBA Association***

The mission of the association is to facilitate an atmosphere of support pursuing a graduate education, to develop programs that support and assist MBA students, and to assist in the development and promotion of the MBA program.

### ***Men's Rugby Club***

The York College Rugby Club is an athletic organization open to all males, freshmen through seniors. The club began in 1986 and has since grown into a highly respected organization on campus with over thirty members. York College Rugby is affiliated with the Eastern Pennsylvanian Rugby Union and fully insures all its players. Matches are played against both college and men's sides. The club competed successfully to become the 1990 Associate Division Champions and were winners of the first annual Juniata Tournament.

### ***Men's Volleyball Club***

The York College Men's Volleyball Club's purpose is to satisfy the growing interest in competitive volleyball by promoting inter-collegiate competition. The goal is to improve the skills of each member of the club by emphasizing teamwork, sportsmanship and a close relationship among club members.

### ***Newman Club***

Newman Club is a national religious organization which fosters and promotes the welfare of all college students, faculty, and administrators. Catholic students come together to pray, to socialize, and to celebrate the gift of life and its talents by serving others. This ministry provides a means to seek community, build relationships, and find direction as a link between the past and the future.

### ***Nontraditional Students Association***

The Nontraditional Students Association is an organization open to any student at York College, especially those students returning to the academic environment. The Association's primary goal is to involve adult learners in college life both academically and socially through campus and community projects.

### ***Phi Sigma Pi***

A national, co-ed, non-Greek Honor Fraternity, Phi Sigma Pi dedicates itself to service. Founded on a tripod belief of Scholarship, Leadership, and Fellowship, the brothers of Phi Pi seek to accomplish these endeavors by maintaining a minimum GPA of 3.0, participating in campus leadership positions, and socializing among the college community.

### *Pre-Law Society*

The Pre-Law society is open to all majors and strives to provide opportunities for professional and educational development, foster an awareness of and further the knowledge of law-related fields and promote professionalism among students interested in law-related fields.

### *Psychological Society*

The Psychological Society of York College and its members shall respect the dignity and worth of the individual and strive for the preservation and protection of fundamental human rights. The members shall be committed to increasing knowledge of human behavior and of people's understanding of themselves and others, and to the utilization of such knowledge for the promotion of human rights.

### *Recreation Society*

The Recreation Society is an organization established to encourage participation in career-oriented programs and promote professionalism among recreation majors. The Society provides opportunities for professional development and educational enrichment through membership in and close association with the Pennsylvania Recreation and Parks Society. In addition, the Society strives to develop an awareness of opportunities available in the recreation field.

### *Sigma Iota Epsilon*

Sigma Iota Epsilon is both an honorary and professional fraternity. Its general purposes are to encourage and recognize scholastic excellence and to promote cooperation between the academic and practical aspects of management. Sigma Iota Epsilon is the honor fraternity affiliated with the Academy of Management, which means that Sigma Epsilon Omega members share in a community of management scholars and practitioners.

### *Ski and Outdoor Club*

The YCP Ski and Outdoor Club is organized to provide an opportunity for skiers from beginner to expert and anyone interested in outdoor recreation to meet and enjoy their sport. Special events are planned at local and regional resorts, many where discount rates are offered.

### *Student Athletic Trainers Association*

The Student Athletic Trainers Association is an organization for students who are interested in sports medicine and athletics. Student members participate in workshops, seminars, and organizational meetings learning the prevention, care, treatment, and rehabilitation of athletic injuries. All are welcome who share in these interests.

### *Student Education Association*

S.E.A., in affiliation with the Student Pennsylvania State Education Association, seeks to develop an appreciation of the teaching profession. This organization is actively

involved in the community and neighborhood schools. As a member there are many opportunities provided to gain information of current education topics and tips toward graduation. All education majors are encouraged to join.

### ***Student Nurses Association***

Membership in this pre-professional organization is open to any student pursuing the nursing degree. It is a constituent of the National Student Nurses Association and the Student Nurses Association of Pennsylvania. S.N.A.Y.C.P. endeavors to promote nursing professionalism through its many health-promoting activities, awareness of health related issues, (and interaction with the Nursing program) including peers, faculty, and curriculum.

### ***Tae Kwon Do***

TKD is Korea's national sport and one of the most popular forms of self-defense in America. Through the sport, students are given the opportunity to develop and challenge their mental/physical abilities, i.e. meditation, improved flexibility, strength, coordination, and tournament competition. The art form is taught by instructors with more than thirty years of combined experience in TKD. The club meets twice weekly in the wrestling room. Promotions are awarded according to ability.

### ***Women's Lacrosse Club***

The objective of this organization shall be to promote the large interest in the sport of lacrosse at York College, to develop a close friendship among the students interested in this sport, and to improve the skills of players both new and old.

### ***The YCP Players***

Open to all students, the YCP Players promote appreciation of drama and offer students opportunities to take part in theatrical productions, many of which are student-directed.

## **Musical Groups**

### ***The York College Chorale***

The Chorale is York College's largest choral ensemble. This group of dedicated singers maintains a rigorous weekly rehearsal schedule. Members represent many different student groups on campus, with almost half being non-music majors.

Our repertoire is versatile, including pieces ranging from the great classics to contemporary folksong settings and often includes performances with orchestra. The Chorale performs on and off campus and is open to all students with a serious interest in choral music.

### ***The Wind Symphony***

The Wind Symphony offers an exciting musical experience for brass, woodwind, and percussion players. These dedicated musicians rehearse weekly and include students from all academic disciplines on campus, including music majors.

Our repertoire includes compositions and arrangements for the concert band from the traditional to the contemporary. The Wind Symphony performs every semester and is open to all students who desire to continue their instrumental music experience.

### *Music Theater & Co.*

Founded in 1990, Music Theater & Co. is dedicated to the production of full-scale Broadway musicals. Our organization is responsible for the annual Summer Music Theater production, drawing large crowds from the College and surrounding community. Any student with singing/acting experience is invited to join this dynamic group of performers. Auditions are held prior to each production, and coincide with Summer I Term.

### *Opera and Musical Theater Workshop*

An organization open to all YCP students with music theater experience. An opera or operetta is performed in the fall. A Broadway musical is produced in the spring. The organization offers experience in singing, acting, dancing, lighting, costume and scenic design and other aspects of the music theater production process.

### *The Jazz Ensemble*

One of the oldest music groups on campus, the Jazz Ensemble studies improvisation and performs in all jazz styles, including big band, bebop, cool, blues, fusion, and rock. Our group is open to all students with concert or stage band experience and maintains an active performing schedule.

### *The Symphony Orchestra*

The Symphony Orchestra is always popular with audiences, and has established a reputation for presenting exciting and highly entertaining concerts every semester. The annual "Pops" Concert is always heavily attended with standing room only. The Orchestra is open to all students with string, brass, woodwind, or percussion experience.

### *Small Ensembles*

Musical ensembles of varying combinations of voice, guitar, strings, brass, woodwind, and percussion perform music of the masters and contemporary standards. These ensembles are open to all YCP students, and perform on and off campus.

## **SPECIAL COLLEGE COMMITTEES**

### *Athletic Board*

The Intercollegiate Athletic Board serves as an advisory body to the administration and also as a liaison between various campus groups concerned with athletics. The Board is comprised of ten members representing the students, faculty, trustees, alumni

and athletic department. The Board meets twice each semester to discuss issues and concerns related to York College's athletic program.

### *Campus Accessibility Committee*

The Campus Accessibility Committee of York College of Pennsylvania serves as the liaison and communication avenue to the administration on issues, services, and concerns relating to accessibility on campus and in college facilities. The Committee meets each month during the academic year, and membership is comprised of representatives from the following: students, faculty, administration, and staff. The Committee also sponsors a support group for the physically challenged.

### *Council on Religious Activities*

This council has been established to provide support and input to the campus chaplains ministering to the YCP community and serves as a means of communication among the different religious groups on campus. It plans and coordinates programs for interfaith activities on campus and provides informational materials on religious resources. The council is composed of the campus chaplains and representatives of the YCP administration, faculty, and student body.

### *LEAD (Life Enhancement and Development)*

The LEAD Team is a group of students, faculty, and administrators dedicated to reducing the harm associated with alcohol and other drugs by creating a campus environment supportive of safe, healthy, and legal behavior. The team attempts to accomplish this goal through a variety of informational and educational programs tapping the resources available in the greater York College community. Members of the LEAD Team undertook a training session facilitated by the Higher Education Center for Alcohol & Other Drug Prevention.

### *Minority Affairs Council*

The Minority Affairs Council of York College of Pennsylvania serves as a sounding board and communication avenue on issues, programs, and concerns relating to minority students and other special populations. The Council will meet two times each semester and membership is comprised of representatives from the following: Students, Faculty, Administration, and Staff.

### *Student Neighbor Safety Task Force*

The SNSTF has been established to generate awareness and implement programs for the college community on student safety and security. The Task Force meets monthly during the academic year and membership is comprised of representatives from the following: administrators, faculty, students, neighborhood, and local police department.

### *York College Forum*

The Forum functions as a sounding board for general concerns and issues relating to the College community. Membership includes five representatives from each of the



following constituencies: faculty, administration, Board of Trustees, and students. Representatives are appointed by the presidents of the various groups involved. Meetings are held once each semester.

## **GREEK LIFE—FRATERNITIES AND SORORITIES**

### *Greek Council*

The Greek Council is a representative body established to provide guidance and leadership to all social Greek letter organizations at York College. The Greek Council, along with the Student Senate, has legislative powers over Greek letter organizations and, as such, has the power to approve or disapprove newly-formed Greek organizations for provisional status. The Greek Council and the Student Senate support the premise of the Greek organizations at York College and are proponents of the following statement of philosophy:

Greek organizations at York College are an integral part of the institution's total educational program. As such, they are partners with the College in a mutually supportive educational endeavor. Greek organizations and York College sustain their relationship with a mutual pledge to promote the following goals: 1) fellowship, 2) academic achievement, 3) fiscal viability of the chapter, 4) leadership development, 5) group responsibility, 6) commitment to and participation in campus government, 7) service to campus and community, and 8) mature group conduct. Each fraternity and sorority will receive the support of the Student Senate, Greek Council and College Administration provided it continues to fulfill these responsibilities.

### *Inter-Fraternity Council*

A representative organization which represents and governs all ten fraternities. I.F.C. promotes Greek unity within all organizations and works directly with the Greek Council.

### *Panhellenic Council*

The organization that governs all seven sororities. It stands for promoting Greek life with fairness and equality. The "Panhel" views all sororities as the benefit that they are and wishes to promote them through its structure and programming. The Panhellenic Council stands for the unity and the strength of all to enhance the Greek system for all.

### *New Member Programs*

Students seeking membership in York College's fraternities and sororities will be eligible to join a Greek letter organization after completing 12 college credits and maintaining an average of 2.0. The York College Policy for Greek New Member Activities describes the established guidelines and standards that groups must meet in the coordination of their respective fraternity and sorority programs. The policy description is made available to all Greek leadership and organization members. Copies may be obtained in the Student Activities Office located in the Campus Programming Center, Student Union.

### *Hazing*

Hazing is prohibited and will result in administrative disciplinary action. Hazing is defined as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student, or which requires, encourages, or permits violation of any federal, state, or local statute or College policy, for the purpose of initiation or membership into, or affiliation with, any organizations recognized by, or affiliated with York College of Pennsylvania. For specific information, consult with the offices of Student Activities and Student Affairs. Each organization is responsible for informing members (pledges, associate members, affiliates or guests) of the hazing policy. Violations of the hazing policy at York College will result in disciplinary action and/or legal action. Student(s) and/or organizations will be held responsible for group activity in the event this policy is violated. Violators can be given sanctions of probation up to and including suspension from the College.

### *Greek Judicial Board*

This board has been established to ensure and foster the concept of self-discipline within the Greek community. It will hear any/all violations that occur within the Greek system at York College; this may involve the College Code of Conduct, residence hall regulations, policies of the Greek Council, pledging policies, and hazing laws. Complaints or charges should be filed with the Greek Council or the Office of Student Affairs. Disciplinary sanctions (given by the board) shall range from an official warning to revocation of the organization's charter.

### *Alpha Sigma Tau (National Sorority)*

Alpha Sigma Tau, Gamma Iota Chapter, is the largest sorority on campus. It promotes friendship, good times, service to the community, and most importantly, the bond of sisterhood. Alpha Sigma Tau's dedication to being active and involved both on campus and in the community, together with high academic standards, produces nothing but outstanding individuals. Alpha Sigma Tau is a truly unique sorority and an asset to York College.

### *Chi Gamma Iota (Veterans' Fraternity)*

This organization is unique in many ways. Not only is it YCP's oldest fraternity, it is also the only CO-ED Greek organization on campus. Originally it was started to help acclimate returning veterans into the college environment and it still retains a focus on events and issues pertaining to veterans' affairs. Chi Gamma Iota offers students the chance to be a part of a Greek organization that lives up to a strong traditional background, yet still reflects the personalities of its members. XGI is open to all students, male, female, traditional, non-traditional, vets and non-vets alike, so check out the organization that has a flavor all its own.

### *Delta Phi Epsilon (National Sorority)*

A sorority on campus that had been in existence for ten years was recently inducted as a colony of the national sorority Delta Phi Epsilon. Delta Phi Epsilon was formed in 1917 at a New York law school, and now holds over 60 active chapters through-

out the U.S. and Canada. The purpose behind the Alpha Lambda Chapter of Delta Phi Epsilon is to provide community and campus services, and to develop a lifetime bond among its members. On the national level, the sorority faithfully supports the National Cystic Fibrosis Research and the National Association of Anorexia Nervosa.

#### *Kappa Psi Epsilon (Local Fraternity)*

Kappa Psi Epsilon is an active social and service fraternity open to male students at York College. Kappa Psi Epsilon takes pride in its social events, athletics, individuality and competitive spirit. With new ideas and activities, along with improving the old, this fraternity leads, not follows.

#### *Kappa Sigma Rho (Local Fraternity)*

This organization's main goal is to form a body of students which will serve York College and the community through group activities. In addition, Kappa Sigma Rho fraternity takes great pride in brotherhood, unity and athletic competitiveness. This organization encourages all interested male students to see any brother to find out why being in Kappa Sigma Rho means being an individual, as well as a brother.

#### *Omega Chi (Local Sorority)*

The Omega Chi sorority is a women's organization that promotes friendship, sisterhood, and unity. They are active in campus activities and work together to better the college Greek life and the surrounding community. See any Omega Chi sister to share the enthusiasm!

#### *Omega Theta Chi (Local Fraternity)*

Omega Theta Chi is a men's social and service organization. Membership is open to all full-time students at York College. This fraternity is designed to promote activities not only at the College, but also throughout the community. See any fraternity member for information and membership. "We can help you to help others."

#### *Phi Kappa Psi (National Fraternity)*

Phi Kappa Psi is a national fraternity that was established in 1852. The Pennsylvania Rho colony was inducted at York College on October 6, 1990. It is the newest fraternity on campus. Phi Psi has an excellent national reputation and offers over 95 chapters throughout the country. Phi Psi is open to all eligible males who meet the scholastic and moral requirements of the national fraternity and of York College. Phi Psi offers the possibility of immediate leadership positions. It is with the highest tradition of Phi Kappa Psi that it devotes itself to campus and community services. Come feel the Phi Psi pride.

#### *Phi Mu (National Sorority)*

Phi Mu is an international sorority that was founded in 1852. Phi Mu is a social and service organization designed for women. An important characteristic of this sorority is the individualism each member possesses plus unity and friendships formed through being a sister. The purpose of this organization is to provide services for the

campus and community, as well as for national philanthropies (Project Hope and Children's Miracle Network). Phi Mu also provides social activities for its members and an opportunity to live in an on-campus sorority house that houses eight women. Membership is open to any full-time female student with at least a 2.0 average enrolled at York College. Proud, principled, progressive—Phi Mu.

#### *Phi Sigma Sigma (National Colony)*

Phi Sigma Sigma is a national sorority, previously a local sorority, Alpha Theta Chi. It is a social and service organization for the women of York College designed to promote activities for the College and community. Their national/philanthropic organization is the National Kidney Foundation. The on-campus sorority house is located at 471 Country Club Road and houses 13 women. Phi Sigma Sigma's motto, "Aim High," states their goals as a sorority.

#### *Sigma Delta Chi (Local Fraternity)*

Sigma Delta Chi is a men's organization founded by an elite group of individuals in 1981. Besides actively participating in intramurals and social events, they have made their presence known within the York community with church clean-ups and various contributions to neighboring charities. Delta also feels proud about the strong sense of brotherhood that has been established over the years. Delta has 30-plus members with strong hopes of growing in the future.

#### *Sigma Delta Sigma (Local Sorority)*

Sigma Delta Sigma is a women's social and service organization dedicated to promoting activities both on campus and throughout the community. Membership is open to any full-time York College woman with emphasis placed on sisterhood as well as academics.

#### *Sigma Delta Tau (National Sorority)*

One of the newest sororities on campus, Sigma Delta Tau promotes trust and unity, along with sisterhood, throughout its organization. These are also the goals of this prestigious sorority. The group performs many campus and community services throughout the year. Sisterhood is open to any eligible female.

#### *Sigma Chi Epsilon (Local Fraternity)*

Sig Ep is a national fraternity that was founded in 1901. The fraternity creed is based on the principles of virtue . . . diligence . . . and brotherly love. Through these principles they promote great leadership, fierce competition, academic excellence, and philanthropy. Sig Ep commits itself to setting a great example to its peers and community. They make men into leaders and followers into men. Currently under reconsideration for national or local status.

#### *Sigma Pi (International Fraternity)*

Sigma Pi is an international fraternity open to all males in good academic standing. Sigma Pi offers a different outlook on fraternal life. Their goals are to establish brotherhood, maintain an aristocracy of learning and to develop character.

*Tau Kappa Epsilon (International Fraternity)*

Tau Kappa Epsilon is the oldest international fraternity at York College. TKE, at York College, was founded in 1977 and was one of the first fraternities established. The goal of TKE is to help develop York College students both academically and socially. This is accomplished through Love, Charity, and Esteem, the three basic principles of TKE. TKE was honored by the College recently by winning the "Honor Scoop" Award, which is given to the Greek organization which promotes the most outstanding community and campus service. Membership is open to full-time male students who meet the academic requirements set forth by the College.

*Zeta Beta Tau (International Fraternity)*

Zeta Beta Tau, or ZBT as it is commonly referred to, is an international fraternity founded in 1898. This organization opens its membership to all undergraduate full-time male students of high academic and social standards. This group of men works with the school and community to create a positive frenzy of excitement. They legitimize their existence through active service and social committees. Academic and all-around collegiality are stressed.

**HONORARY SOCIETIES***Alpha Chi*

A coeducational society whose purpose is to promote academic excellence and exemplary character among college and university students and to honor those achieving such distinction. A general honor society as contrasted with a specialized one, it admits to membership students from all academic disciplines rather than a single area of study. Annually the Pennsylvania Delta Chapter at York College admits to active membership those juniors and seniors of good character who rank respectively in the upper 5% and 10% of their classes.

*Alpha Phi Sigma*

A criminal justice honor society dedicated to professionalization in the field of the administration of justice and to the recognition and promotion of high scholarship among students in that field. Membership is limited to Police Science and Corrections majors who have completed three semesters of course work, including at least ten hours in Police Science and Corrections; who have a 2.5 cumulative grade point average, with a 3.0 grade point average in Police Science; and who are in the upper 35% of their class.

*Alpha Sigma Lambda*

The National Honor Society for Adult Learners. Alpha Sigma Lambda is dedicated to the advancement of scholarship and recognizes high scholastic achievement in an adult student's career. Membership in Alpha Sigma Lambda is restricted to matriculated, part-time students who have been in attendance at York College for a minimum of four semesters; have completed a minimum of thirty (30) credit hours and have achieved a grade point average of 3.5 or above.

***Phi Alpha Theta***

Phi Alpha Theta is a national honor society for students of history. The Alpha Theta chapter at York College is devoted to excellence in the study and writing of history. Membership is open to qualified history majors who have a 3.1 grade point average in their history courses.

***Pi Kappa Delta***

Membership in the National Forensic Honor Society is open to all students who participate in community and collegiate speech-making. There are five degrees of membership culminating in Highest Distinction for three years of participation.

***Pi Sigma Alpha***

Pi Sigma Alpha is a national honor society for students of Political Science. The Phi Psi chapter at York College is devoted to encouraging sound scholarship and informed citizenship. Membership is open to students majoring or minoring in political science who have a 3.1 cumulative grade point average.

***Senior Honor Society***

The Senior Honor Society was formed in the fall of 1971 and is sanctioned by both the Student Senate and the Academic Senate. Membership is limited to no more than 5% of the senior class. Recipients of the honor must have at least a 2.8 cumulative average and have demonstrated continuing leadership and involvement in extracurricular and community activities. This elite society is sponsored by the Alumni Association.

**ALUMNI ASSOCIATION**

The relationships and benefits of student life programs do not end at graduation. The purpose of the Association is to promote the interests and welfare of York College by organizing the alumni and informing them of the progress and needs of their alma mater. Additionally, the Alumni Association endeavors to keep alive the spirit of each class through annual Homecomings and a Grand Reunion every four years.

All graduates of York College of Pennsylvania, York Junior College, York Collegiate Institute, and York County Academy are considered to be members of the Association and are entitled to all of the rights and benefits of membership.

Members are urged to take an active part in their Association. Any alumnus may run for election to the Board of Directors of the Alumni Association, although election to the Board is not required for at-large service on most committees of the Alumni Association. The meetings of the Alumni Board are held the second Wednesday of each month, September through June, and are open to any alumni who wish to attend and participate in the discussions.

**PUBLICATIONS**

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*The York Scene* is a quarterly newsmagazine which covers College activities and projects as they involve faculty, students, members of the community and alumni.

*The Daily Bulletin* is a single-sheet publication which announces student and faculty activities of the College on a daily basis. The publication is available daily at key locations around the campus.

*The Student Handbook* is an annual publication by the Student Senate and the College Administration. It contains campus information, regulations for student conduct while on campus, the administration of department matters, and the constitution of the student government organization. It also contains a comprehensive section on Greek Life, Housing, and Residential Programs. Students are urged to become familiar with this publication and its contents.

*The Horizon Yearbook* is produced by volunteer student staff. Offices are located on the lower level of the Student Union. *The Horizon* is a chronicle in pictures and words of the events and emotions of the school year. This publication offers the opportunity to develop and practice responsible journalism, business management, and photographic and artistic skills. *The Horizon* also allows students to meet new people and make new friends. Anyone interested in being a part of *The Horizon* Yearbook staff is encouraged to stop by the yearbook office and complete an application. No experience is necessary.

*The Spartan Newspaper* is the weekly campus newspaper created entirely by students. The office is located in the lower level of the Student Union. *The Spartan* was established as a source of information, a student forum, and as an opportunity to provide students with experience in journalism, advertising and business management. Any student interested in news writing, entertainment writing, production, advertising sales, proofreading, layout or word processing, is encouraged to join the staff of *The Spartan*. The newspaper not only includes campus and community news but also national news of interest to the college student.

**Past and Present**—*The YCP History and Political Science Department Journal* provides students of all majors with an outlet for their scholastic efforts in history and political science. *Past and Present* allows students to publish their written work, essays, term papers and articles, and provides a showcase for their artistic talent in covers and illustrations. Members of the editorial staff receive valuable experience in all facets of publishing a journal—editing, selecting papers, typing, binding, and even distribution. The editors and staff of *Past and Present* are proud of their new publication, grateful to those who contributed papers or artwork, and hopeful for the future. New staff members and new ideas are always welcome.

## CAMPUS RADIO

**WVYC-Radio**—WVYC FM 99.7 and AM 640 are located on the upper level of the Student Union. The FM station is a 10 watt noncommercial educational facility operated completely by students of the college and under the guidance of the Department of Music, Art, and Communication. The station is on air seven days a week while school is in session providing news, sports, education and alternative music for the college and the York community. It also serves as a key training facility for York College communications majors.

## AWARDS

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*Academic awards include the following:*

PAM ABEL SCHOLARSHIP AWARD

ALPHA CHI-EDWARD L. DAVIS AWARD: to a senior member of Alpha Chi for outstanding contributions to the College and the community.

AMERICAN MARKETING ASSOCIATION, CENTRAL PENNSYLVANIA CHAPTER AWARD: to the outstanding marketing senior.

W. BURG ANSTINE SPEECH AWARD: to the senior with the highest grade point average in Speech Communications.

BRUCE B. SMITH BIOLOGY SEMINAR AWARD: given to the student who presents the best original research paper as determined by the members of the faculty.

NELIE PHILLIPS BROWN MEMORIAL AWARD: for excellence in English Literature.

CAYCE COMPANY SENIOR MATH AWARD: for outstanding proficiency in mathematics.

CHEMICAL RUBBER COMPANY FRESHMAN ACHIEVEMENT AWARD: to the outstanding freshman chemistry student.

DENONCOURT AWARD FOR EXCELLENCE AND SERVICE IN BIOLOGY: to a graduating biology major who exhibits outstanding academic ability in biology and a sense of service to others.

HARRY H. FIELDS/SCORE AWARD: to a senior exhibiting entrepreneurial aptitude and superior performance in small business studies.

ELEANOR A. GOHN AWARD: for the woman graduate with greatest proficiency in business.

RUSSEL G. GOHN AWARD: for the male graduate with greatest proficiency in business.

HELEN MILLER GOTWALT DRAMA AWARD: for excellence in drama.

JOANN RUTTER HARTMAN READING ACHIEVEMENT AWARD: to an elementary education upperclassman for outstanding dedication to reading education.

KENNETH S. HATCH MEMORIAL AWARD: history and political science major on the basis of academic merit and financial need.

DONALD F. HESS, AMERICAN PRODUCTION AND INVENTORY CONTROL SOCIETY, YORK CHAPTER AWARD: for excellence in an commitment to Production and Inventory Management.

WILLIAM C. LANGSTON, M.D. AWARD: to a senior for highest achievement in nursing of the childbearing family.

EVELYN PETAY LYON AWARD: to the nursing major graduating with the highest academic average.

MANUFACTURERS' ASSOCIATION OF YORK AWARD: for excellence in the sciences.

BRANDER WYATT MORRISON MEMORIAL AWARD: for excellence in music.



JAMES L. MORRISON MEMORIAL AWARD: for academic achievement in American History courses.

SYLVIA NEWCOMBE AWARD: for outstanding contributions to the recreation program.

CARMEN H. OWEN MEMORIAL AWARD: to the senior psychology major for the best research paper.

PENNSYLVANIA INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS SENIOR AWARD: to the outstanding student in accounting.

H. LaMARR RICE FORENSICS AWARD: for outstanding student performance in forensics.

ANNA M. SANDERSON AWARD: to a senior nursing major who had highest clinical proficiency in long term care nursing during the junior year.

RUTH E. TREVETHAN MEMORIAL SCHOLARSHIP AWARD: to the English major with at least 75 hours at York College with highest cumulative average in English courses.

MARY E. YAGLE AWARD: to the graduating senior judged to have had the greatest amount of integrity during their student nursing career.

YORK COLLEGE ALUMNI ASSOCIATION-SENIOR HONOR SOCIETY AWARDS: to 5% of the graduating seniors who demonstrated academic achievement, leadership plus participation in extracurricular college or community activities.

THE YORK WATER COMPANY AWARD: to the sophomore Biology major with the highest average in Biology courses.

JEFFREY L. ZEIGLER MEMORIAL AWARD

*Student activity awards include the following:*

ALCOHOL AWARENESS AWARD AND DRUG AWARENESS AWARD: presented to student organizations for the greatest service to the campus through Alcohol/Drug Education.

DR. WILLIAM DEMEESTER SCHOLAR ATHLETE AWARDS: presented to the senior male and female student athlete with the highest grade point average.

RENE S. GALLAGHER MEMORIAL AWARD: presented to the Peer Advisor who, through his/her work with the Freshman class, has exhibited the highest degree of unselfish concern for the welfare of fellow students.

HONOR SCOOP AWARD: The Honor Scoop is awarded annually to the organization that has contributed the most service to York College and the community during the academic year. Selection is made by a committee of administrators, faculty, and students.

HORIZON AWARD: to the outstanding contributor to the production of the Yearbook.

EMILY ALLEN KAIN GOLDEN RULE SCHOLARSHIP AWARD: shall be awarded to the junior class female student who best exemplifies the "Golden Rule" through her service to the College and the York Communities.

WILLIAM H. KAIN GOOD CITIZENSHIP SCHOLARSHIP AWARD: shall be awarded to the junior class's male student who best exemplifies "Good Citizenship" in his acts and deeds within the College and the York Communities.

**DANIEL J. KLINEDINST, JR. AWARD:** presented to the male athlete who displayed sportsmanship, athletic ability, and obtained a creditable scholastic record.  
**ROTARY CLUB OF YORK AWARD:** to the student who has best demonstrated "Service Above Self."

**GEORGIA HEATHCOTE STALLMAN AWARD:** to the outstanding graduating woman athlete.

**STUDENT SENATE GREEK SCHOLASTIC AWARDS:** the social Fraternity and Sorority achieving the year's highest overall grade point average by their active members.

**STUDENT SENATE OUTSTANDING FRESHMAN AWARD:** presented to a freshman senator for outstanding service to the College and community during the academic year.

**STUDENT SENATE SERVICE AWARDS:** The Student Senate presents these service awards to a group of upperclassmen for outstanding service to the College and community through participation in extracurricular activities. The Student Senate Service Awards Committee selects the award recipients.

**SPARTAN AWARD:** to outstanding contributor to the publication of the Newspaper.

**WHO'S WHO AMONG STUDENTS IN AMERICAN UNIVERSITIES AND COLLEGES:** This national Who's Who program annually honors outstanding campus leaders for their scholastic and community achievements. College juniors and seniors are eligible for nomination, and final selections are made by a committee of faculty and students.

**WVYC AWARD:** to the outstanding contributor to the operation of the college radio station.

**JACK JAQUET FIGHTING HEART AWARD:** goes to a member of an athletic squad who is not necessarily an outstanding athlete (but could be), who goes above and beyond what is asked of or expected of him/her. Because of this exemplary, unselfish, and at times unrewarded behavior (Student's name) stands out among his/her peers.





## **ADMISSIONS AND FINANCES**

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# **ADMISSIONS AND FINANCES**

## **ADMISSIONS POLICY**

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It is the policy of York College of Pennsylvania to grant admission to qualified applicants in accord with the College's non-discrimination policy. An applicant who fulfills admission requirements is given every possible consideration given the capacity limits of our housing and classroom facilities.

York College endeavors to admit students whose records indicate that they possess the qualities needed to achieve academic success in the academic program they intend to pursue. York seeks students who are strongly motivated to excel in college, and who are prepared to accept and fulfill collegiate responsibilities.

Applicants for admission must have graduated from an approved secondary school or have earned a state equivalency diploma prior to their enrollment at York College. Applicants must present academic records and standardized test scores which the College believes demonstrate achievement and ability commensurate with curricular expectations, along with letters of recommendation that attest to their character, maturity and personal goals.

## **WHEN AND HOW TO APPLY**

Applicants for admission should submit an application to the Office of Admissions early in their senior year. This form must be completed in its entirety and according to the printed instructions. The application fee of \$20.00 must accompany the application. This fee is non-refundable.

## **ACADEMIC PREPARATION**

In general, the applicant's secondary school program should include the following units: four in English; three in social studies; three in academic math (including Algebra I, Algebra II, Geometry); two or three in laboratory science; two in languages. Admission decisions are based upon a formula which takes into account high school performance and SAT (or ACT) scores, as well as the personal character and qualities of the applicant. Minimum acceptable SAT (or ACT) score standards are established at the beginning of every academic year.

## **ADMISSIONS PROCEDURES**

Students seeking admission to York College directly from secondary school should follow these recommended procedures:

1. Send a completed application to the Admissions Office.
2. Submit an official transcript of secondary school grades.

3. Take the Scholastic Aptitude Test of the College Entrance Examination Board by January of the senior year. Information about the examination may be obtained from the high school guidance office.
4. Applicants are invited to forward letters of recommendation to the Admissions Office as supporting documents.
5. Applicants whose native language is not English may be required to take the Test of English as a Foreign Language (TOEFL) or the SATII English Language Proficiency Test (ELPT).
6. All applicants are urged to visit the campus. While a personal interview is not part of the decision making process, a meeting with an admissions counselor is encouraged and should be scheduled in advance of the visit.
7. Submit a health history and report of a physical examination prior to matriculation. Forms are supplied by the College.

## **ACCEPTANCE**

### *Early Admission Plan*

In an effort to provide an opportunity for exceptionally well-qualified high school students to accelerate their studies, York College offers a program through which carefully selected students may be admitted to the college upon completion of the junior year of high school. Students enrolled in this program are admitted as freshmen and, upon successful completion of the freshman year, are granted a high school diploma by their high school, as well as the college credits earned.

Applicants must have the approval of their parents, the high school principal, and be recommended by their guidance counselor, in addition to having a combined SAT I score of 1150 and a 3.00 cumulative high school grade point average.

### *Notification*

Committee action occurs and applicants are notified as soon as all credentials have been received and evaluated. All acceptances are granted on the condition of satisfactory completion of secondary school and appropriate notice to the College of such completion.

### *Acceptance Deposit*

Applicants for both the fall and spring semesters are encouraged to pay the registration deposit as soon as possible. Because admission to York College for the fall semester is on a rolling basis and both resident and commuter openings for fall fill quickly, we recommend that your deposit be received by April 15th. Deposits received after April 15 will be accepted contingent upon space availability. Deposits for the fall semester are refundable only if written notification to the Admissions Office is *postmarked by April 15*. Refunds requests by fax or e-mail are not acceptable. Deposits received after April 15 are not refundable. Deposits for the spring semester are not refundable.

## *Housing*

There are three general housing classifications for York College students:

1. The Resident Student lives in any of the College owned or affiliated facilities. A Housing Application/Contract and detailed housing information are forwarded with each acceptance letter. Housing is reserved as the Application/Contract card and appropriate deposit are received.
2. The Commuter is a local resident of the York County area who continues to live at home while attending the College.
3. The Resident Commuter is a student who lives away from home in independent (non-College-affiliated) housing. Students living off-campus must register with the Residence Life Office.

## **ADMISSION OF INTERNATIONAL STUDENTS**

York College welcomes applications from international students. In addition to fulfilling the requirements stated under Admissions procedures, international students must submit satisfactory scores from the Test of English as a Foreign Language (applicants whose native language is English are excepted). A statement must be submitted which is certified by a U.S. Embassy or bank that sufficient funds exist and will be released from the country to cover all educational and living expenses while attending York College. This information is required prior to issuance of an I-20 AB Form by the designated school official. International students must apply for admission by April 1 for the fall semester and by October 1 for the spring semester.

## **COURSES FOR HIGH SCHOOL STUDENTS**

Capable high school juniors and seniors are encouraged to take some college (credit) courses during their last two years in high school. The experience exposes them to a college environment, while they retain important high school social interactions. To be eligible to take such courses, high school students must obtain a letter of recommendation from their guidance counselor, have earned a 3.0 GPA, and have achieved a minimum of 1150 on the combined SAT.

## **ADMISSION OF TRANSFER STUDENTS**

Transfer students from regionally accredited two and four-year institutions are welcomed. A minimum grade point average of 2.0 is required. Some majors may require a higher grade point average. A maximum of 75 semester hours will be accepted in transfer from two-year colleges, and students must complete a minimum of 30 credit hours at York College to be eligible to earn a degree.

Students who are transferring from other institutions offering college level work must:

1. Submit an application form and the \$20.00 application fee. This fee is non-refundable.

2. Furnish an official transcript of college work previously taken. An official transcript of all previous work is required whether a student has earned transfer credit or not, or whether a student wants transfer credit or not. Credit may be given for transfer courses in which the applicant has earned "C" or higher.
3. A student in academic difficulty at another institution who desires admission to York College as a full-time student is not eligible to apply until they have taken at least nine credits of coursework at York College or any other accredited institution, and have earned at least a "C" in each course taken.
4. A candidate for a second degree or a second major from York College must complete the requirements for the major plus any additional support courses the department might require. All general education courses are waived.
5. Graduation with honors will be based on the cumulative grade point average earned including transfer credits.
6. Transfer students are eligible for financial aid at the time of admission.

In the case of the nursing program students, all records of transfer students must be reviewed by the Scholastic Standards Committee of the Department of Nursing prior to admission to the first clinical nursing care course. The earliest review date for Fall admission is June 15th. Refer to admissions criteria for Department of Nursing.

### **Credit Validation**

#### ***York College Transfer Credit Policy***

Students who have completed courses at other regionally accredited colleges are welcome to apply to receive transfer credit at York College. In accordance with AACRO (American Association of Collegiate Registrar and Admissions Officers), guidelines, transfer credits will be awarded to provide advanced standing to transfer students for courses in which a C or better grade is earned, and which are comparable and appropriate to the academic programs and general education requirements of York College.

York College carefully evaluates transfer credits from colleges which have not achieved regional accreditation status. In cases where a college has applied for and achieved official candidate institution status, credit appropriate to the degree programs of York College will be awarded following the successful completion of a full time (12 credits minimum) semester at York College. For students applying to York College with credits from non-regionally accredited and non-candidate institutions, the College will offer credit for those appropriate experiences which can be validated by York College challenge examinations or through standardized external testing, (e.g. CLEP, ACT/PEP, etc.). In view of the College's special mission seeking to address the higher education aspirations of members of the York County community, applicants from non-regionally accredited institutions in York County may apply for special credit validation testing or portfolio review. Special arrangements and the fees for such review will be arranged with the cooperation of the sending institution. A description of the process required to validate credit will be provided to applicants as part of the admissions process.



### *Credit Validation Process*

Upon admission to York College, applicants from non-regionally accredited and non-candidate institutions may request a review of their transcript for credit validation purposes. The advising staff will evaluate the nature of the credits earned at the sending institution and make recommendations regarding the appropriate credit validation procedures for each student.

Standardized external testing using the Collegiate Level Examination Program will be used whenever possible to validate credit. The records office will provide the student with information regarding CLEP registration, fees, and test schedules. Internal credit evaluation will be arranged through the York College Credit by Examination Program (CEP) for those courses or educational experiences which cannot be validated through CLEP examinations. The application materials for these examinations are available in each department office and qualified students who wish to validate their credits in this way will be referred to the appropriate department chairperson by the admissions staff. Fees for York College credit by examinations will be waived for applicants from non-accredited institutions in York County who use these exams to validate previous educational experiences.

### **ADMISSION OF VETERANS**

Any veteran seeking matriculation to York College of Pennsylvania should submit an application to the Admissions Office. Those veterans who are eligible for educational assistance under any of the current GI Bills, as administered by the Department of Veterans Affairs, **MUST** notify the Director of Records to initiate their educational benefits and to ensure that all necessary forms and certificates have been submitted. Re-certification will be required for each subsequent enrollment period. Veterans who may qualify for advanced standing credit should submit all previous college transcripts and training records to the Admissions Office for evaluation.

A veteran who is eligible for educational assistance benefits may enroll as a non-matriculated student for a maximum of two enrollment periods and still utilize those benefits. Any questions or concerns relative to Veterans Educational Benefits should be directed to the Office of the Director of Records.

### **PREMEDICAL SCHOLARS/HERSHEY MEDICAL SCHOOL EARLY ADMISSION PROGRAM**

Premedical Scholars participate in a series of pre-professional development experiences including Family Practice Grand Rounds at York Hospital made possible by the close coordination of York College and York Hospital's teaching and research programs. Eligible candidates must achieve a combined SAT I score of 1310 or higher, an outstanding secondary school record including strong letters of recommendation, and selection by the York College Premedical Scholars Admissions Committees.

During their junior year, the most outstanding Premedical Scholars are recommended for early admission interviews at the Pennsylvania State University College of Medicine at the Hershey Medical Center. York College of Pennsylvania, York

Hospital, and the College of Medicine cooperatively offer this special early admissions program for exceptionally accomplished high school seniors who maintain high scholarly achievement in college and show a continuing commitment to medicine. The program allows selected participants in the Premed Scholars Program to be assured admission to the Penn State College of Medicine at Hershey upon graduation from York College, contingent upon the student's academic performance at York College and a satisfactory Medical College Admission Test score in the junior year. Premedical scholars who are considered for this special option are interviewed by representatives of York College and, if qualified, are referred to York Hospital and the Penn State College of Medicine at Hershey for further interviews. Eligible candidates for the Penn State College of Medicine Early Assurance of Admission Program must achieve a combined SAT I score of 1310 or higher at the time of admission to York College, and first semester junior status at York College with a 3.6 or higher grade point average in premedical science and mathematics classes with and overall minimum GPA of 3.5. Preference may be given to Pennsylvania residents, due to the funding structure of the Penn State College of Medicine.

## MATRICULATION

Matriculation is the process that begins when a student applies to the College in a degree program and is admitted as a student in that curriculum. Students retain their matriculation as long as they enroll in and complete at least one course in the initial semester of admission.

As a student works toward completing his or her degree requirements, he or she is permitted to miss one (1) semester of attendance without losing matriculation status. If a student misses a second consecutive semester, he or she loses matriculation status and must then obtain and file a readmission application with the Admissions Office and be formally readmitted to the College.

A readmitted student's degree requirements will then be determined by the date of his or her first matriculation. Specifically, readmitted students who have not taken courses at York College during the previous seven years will complete the degree requirements that are currently in effect; all other readmitted students will complete the curriculum as published at the time of their last matriculation.

All qualified students must matriculate prior to completing 24 credit hours of course work. All students must achieve a minimum grade point average of 2.0 to be eligible for matriculation. Some majors may require a higher grade point average. There are many benefits to matriculation, including eligibility to apply for financial aid and the assignment of a faculty advisor from the student's curriculum.

It is important to realize that all students must have matriculated not later than the semester prior to the one in which they plan to graduate. Those students who wish to matriculate may do so by securing an admissions application from the Admissions Office, completing the application and returning it to that office.

Requirements listed apply to students whose date of first matriculation is September 1, 1999 or after. Readmitted students who have not taken courses at York College during the previous 7 years will complete the *NEW* General Education requirements. All other students complete the *OLD* General Education requirements.

## FINANCIAL INFORMATION

### TUITION

Tuition and fees are payable to the beginning of each semester. Payment or arrangement for payment must be made before a student may enter class. No reduction in tuition or fees is made for late registration.

Students who do not meet their financial commitments will not be permitted to schedule classes for the following semester. Grades and official transcripts will not be released until all obligations have been satisfied.

Following are examples of estimated costs for the 1999–2000 semesters. The College reserves the right to change fees and charges without notice; however, College policy mandates moderate changes with reasonable advance notice of such changes. In addition to the costs below, a student will incur expenses for books, supplies, certain special fees, and personal needs.

#### Typical Tuition and Fees for Full-time Students (12 to 18 credits)

	Resident		Commuter	
	<i>Semester</i>	<i>Year</i>	<i>Semester</i>	<i>Year</i>
Tuition	\$3,140.00	\$6,280.00	\$3,140.00	\$6,280.00
General/Technology Fee	131.00	262.00	131.00	262.00
Student Senate Fee	44.00	88.00	44.00	88.00
Room ( <i>freshman housing</i> )	1,150.00	2,300.00	—	—
Board ( <i>full meal plan</i> )	1,185.00	2,370.00	—	—
<b>Total</b>	<b>\$5,650.00</b>	<b>\$11,300.00</b>	<b>\$3,315.00</b>	<b>\$6,630.00</b>

**Tuition:** Over 18 credits is at the per credit hour charge of \$200.00

**General/Technology Fee:** Entitles the student to campus parking for commuters, free admission to all home athletic contests, concerts and lectures, library services, use of the computer labs, internet access, e-mail addresses, the student union, scheduling, and advising services for all students. Full-time students are also entitled to College health services.

**Student Senate Fee:** This fee is assessed by the Student Senate and collected by the College for the Student Senate.

**Room:** Fees for residence halls range from \$1,150 to \$1,665 depending on the style of housing. Both traditional and apartment styles are available. There are a few single rooms available for an additional fee depending on location. Students residing in traditional dormitories are required to participate in the board arrangements made by the College. A \$50.00 Dormitory Damage Deposit is required annually for all resident students.

**Board:** This includes a full meal plan that consists of 18 meals per week. There is a lunch plan of 5 lunches a week available at a cost of \$425.00 for those students who live in apartment style housing or who commute.

**Billing Dates (1999–2000)***Fall Semester: Resident & Commuter Students*

Billing Date: June 22, 1999

Payment Due Date: July 22, 1999

*Spring Semester:*

Billing Date: November 1, 1999

Payment Due Date: December 3, 1999

A \$25 LATE PAYMENT FEE APPLIES AFTER DUE DATE.

**Typical Tuition and Fees for Part-time Students (less than a total of 12 credits per semester)**

Tuition per credit hour	\$200.00
General/Technology Fee (part-time)	\$ 76.00
Laboratory Fees	\$ 30.00
Fees charged for certain courses (ex. Art & Science) for part-time students. A listing of these courses will be available at the beginning of each semester.	
Differential Tuition for Nursing, Respiratory Therapy and Engineering courses—per credit hour	\$ 32.00

**SPECIAL FEES**

Application Fee (new students only)	\$ 20.00
Applied Music	
Private Instructional Music fees in voice, piano, organ or instrument are assessed each semester. Once the student has enrolled and schedules a lesson time, the applied music fee will not be refunded for any reason.	
1/2 hour lesson per week	\$230.00
Two 1/2-hour lessons or one 1-hour lesson per week	\$460.00
Audit Fee—per credit hour	\$ 30.00
(In addition to the above, auditors are charged a general/technology fee of \$76.00 which includes parking privileges.)	
Auditing will not be permitted in laboratory or non-credit courses.	
Change of schedule (payable at the Business Office)	\$10.00
Chemistry Laboratory Breakage Fee Card	\$20.00
Students will be responsible for payment for lost or carelessly broken equipment. Any unused portion of the card may be refunded at the end of the semester provided the instructor endorses the card.	
Credit by Examination (per course)	\$100.00
Delinquent Check Charge	\$ 20.00

<b>Engineering Majors</b>	\$320.00
There will be an additional tuition charge per semester for engineering majors.	
<b>Graduation Application Fee (degree fee)</b>	\$ 60.00
December Graduation—September 15	
May Graduation—February 5	
August Graduation—July 15	
Additional Late fee after due date	\$ 10.00
<b>Late Payment Fee for Semester Billing</b>	
Full-time students	\$ 25.00
Part-time students	\$ 15.00
<b>Late Registration (effective 1st day of semester)</b>	
Full-time students	\$ 25.00
Part-time students	\$ 15.00
<b>Nursing and Respiratory Therapy</b>	\$320.00
There will be an additional tuition charge for full-time students while in the clinical portion of the program.	
<b>Student Teaching</b>	\$210.00

Course fees associated with certain courses are not listed but may be passed on to students enrolled in these classes. (ex: Malpractice liability insurance, marine biology, field trips, etc.)

## TUITION REFUND POLICY

*Failure to attend class, merely giving notice to instructors, or telephoning, will not be considered as an official withdrawal.*

### *Full-Time and Part-Time*

During the regular fall or spring semester, if a full-time or part-time student withdraws from all courses, the following tuition refunds will be made:

- Withdrawal during the first or second week of the session 80%
- Withdrawal during the third week of the session 60%
- Withdrawal during the fourth week of the session 40%
- Withdrawal during the fifth week of the session 20%
- Withdrawal during the sixth or succeeding week of the session 0%

No refund of any fees will be made, including general/ technology, laboratory, application, and other special fees.

If a full-time resident student withdraws from all courses, there is no refund of the room fee, but the unused portion of the meal plan will be refunded. This does not apply to flex dollars.

In applying the above withdrawal schedule, the first week of the session begins on the day in which College classes begin.

In the absence of an official withdrawal, the student will be responsible for all tuition charges and fees, and will receive a failing grade for all scheduled courses. To withdraw from all coursework, a FULL-TIME student must meet with the Dean of Student Affairs to obtain an official withdrawal form and further instructions. To totally withdraw, a PART-TIME student must obtain and complete "A Change of Student Record" form through the Records Office or Campbell Hall Evening Program Office or Hanover Center.

This refund policy meets the U.S. Department of Education's regulation of a "fair and equitable" refund policy. All refund credits to students receiving Title IV federal aid will be in compliance with current or amended regulations.

A detailed refund chart that conforms to the withdrawal schedule and the academic College Calendar is available in the York College Business Office.

### Summer Refunds

Since summer students pay for courses on a per credit basis, tuition refunds will be based on the number of credits being dropped according to the schedule available in the Business Office or the Registrar's Office. It should be noted that due to the brevity of each session the refund tables are based on days rather than weeks.

## DEPOSIT

### Deposit Refunds

Applicants for both the fall and spring semesters are encouraged to pay the registration deposit as soon as possible. Because admission to York College for the fall semester is on a rolling basis and both resident and commuter openings for fall fill quickly, we recommend that your deposit be received by April 15. Deposits received after April 15 will be accepted contingent upon space availability. Deposits for the fall semester are refundable only if written notification to the Admissions Office is *postmarked by April 15*. Refund requests by fax or e-mail are not acceptable. Deposits received after April 15 are not refundable. Deposits for the spring semester are not refundable.

### Returning Students

Deposits signify a student's intention to return to York College in the succeeding semester and are required to be paid before scheduling classes. Returning students who commute pay \$100, resident students pay \$200, and a part-time student pays \$75. The deposit for returning students will be refunded under the following conditions:

- a. If a student is academically suspended from the College
- b. If a student is refused final admission
- c. A student requests in writing the return of the deposit before May 1 for Summer, before July 15 for Fall, and before December 15 for Spring

## SUPPLEMENTAL BANK LOAN

York College has an arrangement with the York Bank in York, PA whereby a student may borrow through a persona loan up to a maximum of \$2,500 for tuition. The loan is payable in three or four installments during the semester. This loan process begins with the York College Business Office for authorization.

## DEFERRED PAYMENT PLANS

Information regarding the payment plans mentioned below will be mailed directly to students from the agencies listed or from YCP upon request.

### *Academic Management Services (AMS)*

A plan in which you can enroll before August 10 that enables parents and students to pay for school expenses on a monthly basis without interest or finance charges. Participation is on an annual basis at a cost of \$50 and includes Life Benefit\* Coverage. Only charges paid directly to the College may be budgeted under this Plan. Literature is mailed prior to May.

### *Higher Education Services, Inc. (HES)*

An installment Payment Plan administered by Higher Education Services, Inc. (HES), Harrisburg, PA, enables parents and students to make regularly scheduled installment payments and allows them to budget college costs. Free Life Benefit Coverage is provided. All or a portion of tuition, room, board and fees are paid in ten (10) regularly scheduled payments without interest or carrying charges. The annual cost is \$45, and must be started before August 15.

## SATISFACTORY ACADEMIC PROGRESS

Undergraduate students enrolled for twelve (12) credits are considered to be full-time. Six (6) to eight (8) credits are considered half-time. Nine (9) to eleven (11) credits are considered to be three-quarter time.

The following will govern the monitoring of undergraduate students for Satisfactory Academic Progress for Title IV financial assistance.

### *Good Standing*

1. To be in good standing, each student must meet the standards for Qualitative Progress as measured by cumulative Grade Point Average (GPA) and Quantitative Progress as measured by cumulative credits earned.
  - a. To be in good standing on a QUALITATIVE basis, the following progress must be maintained:
    - Upon completion of 12 credits 1.6 GPA
    - Upon completion of 24 credits 1.7 GPA
    - Upon completion of 36 credits 1.85 GPA
    - Upon completion of 48 or more credits 2.0 GPA

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\*Costs and deadlines are determined independently of York College.

2. To be in good standing on a QUANTITATIVE basis, a student must have passed at least 67% of the cumulative number of registered credits at YCP.
  - a. "Registered credits" are the number of credits for which a student is enrolled at the end of the Drop/Add period (for a student who was originally registered and charged at full-time status, and who reduced during Drop/Add to part-time status), the registered credits will be calculated as twelve (12).
3. To determine academic progress, a student's cumulative academic record will be reviewed at the end of each academic year. (This policy applies to both full-time and part-time students.)

A student who does not satisfy either QUANTITATIVE or QUALITATIVE standards will be placed on financial aid probation. The status of a student on financial aid probation will be reviewed each semester (fall, spring, summer) to determine if the probation may be lifted.

A student who is placed on financial aid probation may be continued on probation for the next two semesters for which the student is enrolled at YCP. (Summer and fall or fall and spring or spring and summer.) A student on financial aid probation who does not return to Good Academic Standing within two semesters (see item above) will have all financial aid terminated.

A student may qualify for reinstatement by enrolling in summer sessions or fall or spring semesters (without financial aid) and raising the quantitative and/or qualitative record(s) to the required standard. (See "Good Standing" above.) By formal appeal through the Office of the Dean of Administrative Services, an extension of one semester is granted in exceptional and extenuating circumstances.

All students must complete their degree program within an established time frame. Since enrollment status may vary from semester to semester, the time frame is measured in terms of credits attempted at York College.

*Federal Financial Assistance will terminate at the end of the following time frames:*

1. It is expected that the bachelors degree will be earned at the point of having 186 Registered Credits. Since 67% of the registered credits must be passed to maintain satisfactory progress, 124 credits (the number required for graduation) would be earned at the point of having 186 registered credits.
  - a. Exceptions are:
    1. Health Records (126 cr.) 189 credits
    2. Mechanical Engineering (152 cr.) 228 credits
    3. Medical Technology (130 cr.) 195 credits
    4. Nuclear Medicine (128 cr.) 192 credits
    5. Nursing (132 cr.) 192 credits
    6. Secondary Education (135 cr.) 203 credits
2. Associate Degree candidates should have earned the degree at point of having 84 registered credits.

If a student feels he or she has extenuating circumstances, the student should request the Director of Financial Aid to review his or her circumstances. In the event



the student is not satisfied with the review decision, he or she may appeal in writing to the Dean of Administrative Services.

A student on academic suspension is not eligible for any type of aid.

Incomplete courses are counted as courses taken but will not count toward progress unless satisfactorily completed within two months of the end of the marking period.

Withdrawn courses are counted as courses taken but do not count toward progress.

A repeated course does not count toward progress (it is not a new course).

Non-credit and Audit courses are not counted as courses taken toward progress.

This policy is subject to change due to modifications in institutional and/or governmental regulations. Updated policy statements are available at the Financial Aid Office.

## **GRANTS**

### **Federal Pell Grants**

A Federal program which provides grants of up to \$3125 to students showing a financial need. Application is made directly to the government.

### **Pennsylvania Higher Education Grant Program**

York College of Pennsylvania is a participating institution in the Pennsylvania Higher Education Grant Program. All students applying for institutional financial aid must apply for these funds if they are a Pennsylvania resident. Each year application deadlines are announced by the Agency. Award amounts are limited to 80% of the cost of tuition, but may not exceed \$2700 per year. Students are eligible for up to 8 semesters of grant eligibility (in a four-year program). Students must maintain academic progress (progression from one academic level to the next academic level each year). Students should contact their high school Guidance Office, the Financial Aid Office at the school they are, or will be, attending, or PHEAA, Harrisburg, Pa. 17102 for further information.

### **Federal Supplemental Educational Opportunity Grants**

York College of Pennsylvania awards Federal Supplemental Educational Opportunity Grants to a limited number of students with exceptional financial need who require these grants to attend college. This program was authorized by the Higher Education Act of 1965 and began its first year of operation in the fall of 1966.

The amount of financial assistance a student may receive depends on his need.

## **FEDERAL COLLEGE WORK-STUDY PROGRAM**

This program was established by the Economic Opportunity Act of 1964 and was transferred to the United States Office of Education by the Higher Education Act of 1965.

Under the Work-Study Program, full-time students are assigned responsibilities for the full academic year. Students may be employed up to 10 hours per week.

Work-Study has been of particular interest to many students and has become one of the most attractive ways to help in the payment of college expenses. If the assignment to a Work-Study Program should not sufficiently meet the financial needs of a student to attend York College, a "package of aid" (consisting of a combination of work, loan or scholarship) may be awarded in order not to place an undue hardship upon the student or his family.

## **INSTITUTIONAL SCHOLARSHIPS**

York College students benefit from over 210 institutional scholarships, most of which come from endowed funds. These scholarships have been established through gifts to York College from alumni, private individuals, corporations, organizations, and foundations.

Some fund guidelines stipulate that preference be given to students who major in particular disciplines, native of certain regions, dependents of employees of sponsoring companies, or qualified recipients in terms of other criteria. Most are available to new and returning matriculated full-time students, and are renewed in subsequent years, contingent upon satisfactory academic progress. Some are available to part-time students.

In order to be considered for institutional scholarships, a student must first submit a properly completed "York College Financial Aid Application" to the Financial Aid Office within established deadlines. Application forms and details about specific institutional scholarships and deadlines are available from the Financial Aid Office.

### **Scholarships from which York College students currently benefit include:**

#### *Trustee Honors Scholarship*

A competitive scholarship of full tuition per year for five entering full-time freshmen who graduated in the top one-fifth of their high school class and attained a combined SAT I score of 1200 or better. In addition to academic requirements, students are judged on their leadership involvement in academic and extracurricular activities. Finalists are interviewed on campus in the spring. This scholarship will cover the difference between full tuition and government aid or other scholarships.

Scholarships will be renewed for up to four years for students who maintain a minimum grade point average of 3.25. One-half of the scholarship will be awarded annually to those maintaining a grade point average of 3.0 to 3.24.

#### *Presidential Scholarship*

A competitive scholarship of one-half tuition per year for entering full-time freshmen awarded by each of the nine (9) departments of the College. Candidates must meet the eligibility requirements of the Trustee Honors Scholarship. A minimum grade point average of 3.25 is required to renew the scholarship each year for up to four years. One-half of the scholarship will be awarded to those maintaining a grade point average of 3.00 to 3.24.

*Valedictorian and Salutatorian Scholarship*

A one-half tuition scholarship per year for entering full-time freshmen who were valedictorians or salutatorians of their high schools and have a combined SAT I score of 1150 or better with a minimum score of 540 on the math section and 540 on the verbal section.

A minimum grade point average of 3.25 is required to renew the one-half tuition scholarship each year for up to four years. One-half of the scholarship will be awarded annually to those maintaining a grade point average of 3.00 to 3.24.

*Dean's Academic Scholarship*

A scholarship of one-third tuition per year for one hundred and thirty (130) entering full-time freshmen who have graduated in the upper two-fifths of their high school class and have a combined SAT I score of 1150 or better with a minimum score of 540 on the math section and 540 on the verbal section.

For those graduating from a high school which does not rank students, the Admissions Office will determine eligibility based on academic record. A minimum grade point average of 3.25 is required to renew the scholarship each year for up to four years. One-half of the scholarship will be awarded annually to those maintaining a grade point average of 3.00 to 3.24.

*Other scholarships and awards include:*

Pam Abel Scholarship

American Production and Inventory Control Society

Frederic E. Bulleit Scholarship

Donald F. Hess Award

John Andrews Scholarship

W. Burg Anstine Scholarship

W. Burg Anstine Speech Award

Louis J. Appell, Jr. Scholarship

Associated Wholesalers, Inc./Shurfine Stores Scholarship

John L. and Mary Frances Atkins Scholarship

J. E. Baker Scholarship

John E. Baker II Memorial Scholarship

Bank of Hanover & Trust Co. Scholarship

Thomas B. Belfield Memorial Scholarship

Lois Bell Scholarship

Lester W. and Kathryn E. Bentz, Jr. Scholarship

John W. and Evelyn M. Best Scholarship

Blasi Family Annual Book Credit

Chreston K. and Merrill G. Briggs Memorial Scholarship

W. Dale Brougner Foundation Scholarship

Lester L. and Anna S. Buchart Scholarship

Campbell Chain Company Scholarship

Mr. and Mrs. Howard D. Campbell Scholarship

Mary D. Carlson Memorial Scholarship

Employees of Caterpillar, York, Scholarship  
Central Market House Company Scholarship  
Joseph R. Chamberlain Scholarship  
J. Frank Cole Memorial Scholarship  
Coleman Scholarship  
Colony Papers, Inc., Scholarship  
John P. Connelly Memorial Scholarship  
Robert A. Cottingham Memorial Scholarship  
Credit Bureau of York, Inc., and Adams County Scholarship  
D & D Distribution Services Scholarship  
Dallco Industries Scholarship  
Mark S. Dauberman Scholarship  
Dauphin Deposit Bank and Trust Company Scholarship  
DeMeester Memorial Scholarship  
Devers Lions Club Scholarship  
Diehl Motor Co. Scholarship  
WHTF Tim Drayer Scholarship  
James T. Dresher Scholarship  
Drovers and Mechanics Bank Scholarship  
East York Lions Club Scholarship  
Stanley G. and Gladys D. Eberly Scholarship  
Lucy P. Eisenhart Memorial Scholarship  
Frederick L. Ettline Scholarship  
George D. Everhart Memorial Scholarship  
Charles G. and Marea V. Eyster Scholarship  
Farmers Bank and Trust Company Scholarship  
Harry H. Fields/SCORE Award  
Mr. and Mrs. Jean E. Forinash Scholarship  
A. Guy Freas Scholarship  
Henry D. and Mary E. Freed Scholarship  
Mary and Virginia Froelich Memorial Scholarship  
Herbert W. Furse Memorial Scholarship  
W. Emerson and Helen D. Gentzler Scholarship  
Frederick Baugher Gerber Memorial Scholarship  
German American Society of York Book Credit  
Florence M. Gipe Memorial Scholarship  
Ida G. Gladfelter YCA '18 Awards  
Millard E. Gladfelter '18 Awards  
Arthur J. Glatfelter Scholarship  
Cassandra Glatfelter Memorial Scholarship  
Russel G. and Eleanor A. Gohn Scholarship and Award  
Doris and Bernard Gordon Scholarship  
Helen Miller Gotwalt Drama Award  
Clarence Green Memorial Scholarship  
Michael David Gross Memorial Scholarship  
Zachary Gross Memorial Scholarship

John F. & Julia A. Grove and John F. & Theresa I. Grove Scholarship  
 Presented by the Employees of York Graphic Services, Inc.  
 GTE Scholarship  
 Julia Sprenkel Hall Memorial Scholarship  
 Patricia Scarito Hanley '89 Memorial Scholarship  
 Harlowe Hardinge Scholarship  
 Joann Rutter Hartman Reading Achievement Award  
 Kenneth S. Hatch Memorial Award  
 Lori M. Heffner Memorial Scholarship  
 Charles J. Helb Memorial Scholarship  
 John W. and Martha S. Hennessey Scholarship  
 Herculite Products, Inc., Scholarship  
 Fred Hespenheide Memorial Scholarship  
 Hillel-Herbert S. Rochman Memorial Scholarship  
 Stanley and Rosalie Hoffman Scholarship  
 Elizabeth S. and Harry W. Hoke Memorial Scholarship  
 Juliette M. Honour Scholarship  
 Philip A. and Elizabeth J. Hoover Scholarship  
 Ethel H. and John T. Iles Scholarship  
 Institute of Management Accountants/York Chapter Accounting Scholarship  
 International Studies Scholarship  
 Emily Allen and William H. Kain Scholarship Awards  
 George Franklin Kauffman Scholarship  
 H. Dietz Keller Memorial Scholarship  
 Rea M. Kilker Scholarship  
 Howard N. King Scholarship  
 Robert A. Kinsley, Inc., Scholarship  
 Heywood G. Knight Memorial Scholarship  
 Virginia and Robert V. Krikorian Scholarship  
 Ben and Lillian Lavetan Memorial Scholarship  
 David Lawrence Memorial Scholarship  
 Carl W. Leaman, Sr., Scholarship  
 Lehigh Portland Cement Scholarship  
 Robert P. Leister Scholarship  
 Samuel S. and Miriam Lewis Memorial Scholarship  
 J. Chester Livingston and Jessie L. Livingston Memorial Scholarship  
 McCrory Corporation Scholarship  
 Benjamin M. McKulik Memorial Scholarship  
 Helen M. McNitt Scholarship  
 Frank and Ann Mercurio Scholarship  
 Rachel H. and Edwill B. Miller Scholarship  
 William H. Miller, Jr., Scholarship  
 Mineral Processing Systems, Inc., Scholarship  
 Fred B. and L. E. F. Minnich Scholarship  
 James L. Mohatt Excellence in Music Education Scholarship  
 Erma M. Moore Memorial Scholarship for Deserving Music Students

Morrison-Brown Memorial Awards  
Motter Scholarship  
Sylvia C. Newcombe Scholarship & Award  
R. S. Noonan Scholarship  
Joan and Tom Norris Scholarship  
Karl Ort Scholarship  
Ortenzio Scholarship  
Carmen H. Owen Memorial Award  
Charles F. and Miriam K. Posey Scholarship  
Amos R. and Lillian M. Raffensberger Scholarship  
Herbert M. Rehmeier Memorial Scholarship  
Herbert M. Rehmeier Minority Opportunity Scholarship  
Reinhardt Foundation Scholarship  
H. LaMarr Rice Forensics Award  
Rohrer Bus Service Scholarship  
Louis D. and Joan F. Root Scholarship  
Rosemiller Family Scholarship  
George B. Rudy, Jr., Scholarship  
Esther T. Rutter Scholarship  
Rutter's Dairy, Inc. Scholarship  
Anna M. Sanderson Memorial Award  
Henry D. Schmidt Scholarship  
Thomas W. Seckinger Memorial Scholarship  
Daniel S. Seitz Telephone Pioneer Club Scholarship  
J. Emory Seitz Memorial Scholarship  
Sammelman Memorial Engineering Scholarship  
Sertoma Club of York Scholarship  
Paul R. and Grayce Shelly Scholarship  
Charlotte Newton Sheppard Memorial Scholarship  
Lawrence B. Sheppard Memorial Scholarship  
Sheridan Press Scholarship  
Helen Schmidt Shipley Scholarship  
George A. and Elizabeth Shorb Scholarship  
Marvin E. and Ruth D. Silberger Memorial Scholarship  
Robert E. and Mary S. Skold Scholarship  
Samuel Small Scholarship  
Beauchamp E. Smith Memorial Scholarship  
Bruce B. Smith Biology Seminar Award  
Reynold B. Smith Memorial Scholarship  
Virginia Noss Smith Memorial Scholarship  
George Heathcote Stallman Award  
J. Kenneth Stallman Memorial Scholarship  
Neil P. and Ruth M. Stauffer Scholarship  
H. R. (Dick) Stitely Memorial Scholarship  
Susquehanna-Pfaltzgraff Foundation Scholarship  
Gaston Sweitzer Book Credit  
Gaston I. Sweitzer Scholarship

John B. and Mildred L. Terpak Scholarship  
Ruth E. Trevethan Memorial Award  
Millard G. Unger Memorial Scholarship  
Charles J. and Marie E. Vergin Scholarship  
Vizzi Family Scholarship  
Dorothy Hart Wade Memorial Scholarship  
Wagman Metal Products, Inc., Scholarship  
T. Howard and Ina V. Walker Memorial Scholarship  
Stewart E. Warner Scholarship  
Eldon S. and Naomi B. Webb Scholarship  
John E. Weir Memorial Scholarship  
Ernest and Katherine Weiss Memorial Scholarship  
Purdon S. Whiteley and George H. Whiteley, Jr., Scholarship  
Earle L. Wolf Scholarship  
Monica Woodard Memorial Scholarship  
Mary E. Yagle Award  
Edward D. Yates Scholarship  
York-Adams County Constables Association, Andrew S. Donahue Scholarship  
York Bank and Trust Company Scholarship  
York College Academic Senate Scholarship  
York College Alumni Association Scholarship  
York College Class of 1984 Scholarship  
York College Class of 1985 Scholarship  
York College Class of 1986 Scholarship  
York College Class of 1987 Scholarship  
York College Class of 1988 Scholarship  
York College Class of 1989 Scholarship  
York College Class of 1990 Scholarship  
York College Class of 1991 Scholarship  
York College Class of 1992 Scholarship  
York College Class of 1993 Scholarship  
York College Class of 1994 Scholarship  
York College Class of 1998 Scholarship  
York College Nursing Department Scholarship  
York College Part-Time Student Scholarship  
York College Scholarship  
York College Tuition Exchange Program Room and Board Supplemental Scholarship  
York Container Corporation Scholarship  
York County Academy Scholarship  
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# **ACADEMIC AFFAIRS INFORMATION**

## **INTRODUCTION**

For students pursuing a program of study at York College, the college catalog is the official guide to the academic standards, policies, and procedures of the institution. It provides essential information and should be used regularly in working with the student's academic advisor.

The information contained in this catalog applies to individuals entering York College of Pennsylvania in the academic years for which the general catalog is dated. The material in the Academic Affairs section clarifies the academic standards, policies, and procedures in effect at the time of publication. Students are reminded of their obligation to comply with these institutional standards. Admission to and attendance at the college are conditional upon compliance with these regulations. Additional information regarding academic matters is available through the Academic Affairs and Advising Office, the Registrar's office, and the Records Office.

Students are required to complete the program of study as outlined in the catalog in effect at the time of their admission to that program of study. Transfer or readmitted students are expected to meet the requirements of the program in effect at the time of their transfer or re-admission date.

## **ACADEMIC STANDARDS**

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### **ACADEMIC ADVISING AND STUDENT RESPONSIBILITY**

Academic Advising is an essential process in the college setting. Upon entering York College every matriculated student is assigned an academic advisor who, through experience, professional background and example, is qualified to assist the student in planning the coursework of the program of study, in developing strategies for academic success, and in providing guidance and information in preparation for the student's career and life goals.

Academic advisors are available to meet with their advisees during their regularly scheduled office hours when the college is in session in the fall and spring semesters or by appointment at other times. In addition, other academic support services are offered through the offices of Academic Affairs and Advising, the Registrar, Records, Career and Counseling Services, and the Learning Resource Center.

While academic advising assists students in their academic planning, it is ultimately the student's responsibility to meet the academic requirements for graduation. Each student is expected to meet regularly with his or her advisor to discuss the development and implementation of a plan of short and long-term academic goals. The final responsibility in meeting graduation requirements, however, rests with the student.

## CREDIT LOAD

While the regular full tuition permits a student to carry up to 18 credit hours each semester, most students will carry a 15 credit hour load plus physical education. Students with a 3.0 cumulative G.P.A. may register for up to 21 credit hours per semester upon payment of the appropriate additional fees.

Anyone enrolled in more than 18 credits as of the last day to add a class will be billed for those additional credits whether or not the student drops below 19 credits at a future time during the semester. Withdrawal from a course will have no bearing on the student's financial obligation to the College.

Part-Time students may register for a maximum of 11 credits per semester.

Full-Time students must register for 12 or more credits per semester.

## GRADING SYSTEM

The grading system at York College has a range of 4.0 to 0 grouped as follows:

<i>Grade</i>	<i>Description</i>
4	Excellent: An honor grade reserved for accomplishment that is truly distinctive and decidedly outstanding.
3	Good: A grade that denotes achievement considerably above the acceptable standard. It involves excellence in many aspects of the work.
2	Average: Satisfactory degree of attainment. It is the average grade that may be expected of a student who gives to the work a reasonable amount of time and effort.
1	Passing: Denotes a limited mastery of subject matter. It signifies work which in quality or quantity falls below the acceptable standards.
0	Course Failure: Indicates inadequate or unsatisfactory attainment.
I	Incomplete (see "Incomplete Work" concerning eligibility and deadline.)
P-F	Designated courses will receive the grade of "P" (Passed) or "F" (Failure). Credit hours in a course receiving a "P" will be noted under credits passed and will count toward graduation. These courses will not carry Quality Points.
AU	Audit—no credit
W	Withdrawal from course or college (see section on "withdrawal").

## THE GRADE POINT AVERAGE

The grade point average is computed by multiplying the hours of credits in a course by the grade earned for all courses completed and dividing the total number of points by the total number of credit hours attempted.

Example: A student carrying 16 credit hours and receiving for his/her first term's work the following grades would have a grade point average of 2.5.

<i>Course</i>	<i>Credits/Grade</i>	<i>Quality Points</i>
1st course	$3 \times 1$	= 3
2nd course	$3 \times 4$	= 12

3rd course	$3 \times 2$	=	6
4th course	$3 \times 2$	=	6
5th course	$3 \times 3$	=	9
Physical Education	$1 \times 4$	=	<u>4</u>
	16		40

$$\text{Grade Point Average} = \frac{40 \text{ Quality Points}}{16 \text{ Credits}} = 2.5 \text{ G.P.A.}$$

## THE GRADE REPORT

York College issues final grade reports at the end of each semester (December and May) and at the end of the final college summer session in August. These grades are sent to the student's designated permanent address on file in the Records Office and are entered on the official college transcript in the student's permanent file in the Records Office.

## SATISFACTORY ACADEMIC STANDINGS

To be in good academic standing and eligible for continued enrollment, a student must maintain a minimum of a 2.0 cumulative grade point average. Students whose cumulative average falls below a 2.0 are subject to academic probation and/or academic suspension.

## DEAN'S LIST HONORS

At the end of each semester, the Dean of Academic Affairs will publish a list of students for Dean's List Recognition. To be eligible for this honor, a student must be registered for at least 12 academic credit hours and earn a semester grade point average of 3.50 or higher. Pass-fail courses will not be counted as part of the 12-credit courseload required for this recognition.

## GRADUATION HONORS

Students are eligible for graduation honors based upon their entire academic college record (which includes the previous academic record of transfer students). Transfer students may be eligible for graduation honors after a minimum of 60 credit hours of academic work are completed at York College. Graduation honors will be awarded on the basis of the cumulative grade point average of all York College and all previously completed college work. Graduation honors recognized by York College are:

1. Summa Cum Laude: 3.90 or above
2. Magna Cum Laude: 3.60–3.89
3. Cum Laude: 3.30–3.59

Since the Fall and Spring Commencement ceremonies occur before all of a student's final semester grades have been tabulated, Graduation Honors published at Commencement will be based on the student's cumulative average prior to their final semester of coursework. However, the Graduation Honors noted on the student's official transcript will be based on the student's final cumulative grade point average.

## **WARNING GRADES**

Although warning grades are not issued in every course, a student whose work in 2 courses is unsatisfactory (below 2.0) may receive a written notice to that effect from the course instructor, with a copy of such notice sent to the person(s) responsible for the student's account, typically parents, at the student's designated permanent address. Unsatisfactory work is defined as that which warrants a grade of less than "2." Students who receive such warning grades should meet with their instructor and academic advisor for guidance in improving grades. Any student who is at least 21 years of age, married, self-supporting or a veteran may request that warning grades not be sent to parents.

## **UNSATISFACTORY ACADEMIC WORK**

A student's academic work will be considered unsatisfactory whenever their cumulative quality point average falls below 2.0. The academic performance of all students will be reviewed against this standard at the conclusion of each semester to determine whether students in academic difficulty should be allowed to continue on a probationary basis or should be suspended from full-time study for the subsequent semester.

*For students whose cumulative grade point average falls below a 2.0, the following academic actions will occur:*

- A student who has attempted 12 credit hours and whose cumulative average is below a 1.60 will be placed on academic probation.
- A student who has attempted at least 24 credit hours and whose cumulative average is below 1.70 will be placed on academic probation, or will be suspended if previously on academic probation.
- A student who has attempted at least 36 credit hours and whose cumulative average is below a 1.85 will be placed on academic probation, or will be suspended if previously on probation.
- A student who has attempted at least 48 credit hours and whose cumulative average is below a 2.0 will be placed on academic probation, or will be suspended if previously on probation.
- Any student whose cumulative average falls below a 1.20 grade point average, or receives below a .50 grade point average for the previous semester, will be suspended immediately.

## **Academic Probation**

Students placed on academic probation may continue their full-time study at the college, but they will be limited to a maximum of 13 credit hours per semester until their cumulative average is 2.0 or above. Students on academic probation face possible suspension if their performance does not improve in the subsequent semester.

## **Academic Suspension**

Students who are academically suspended from York College will be unable to continue their studies on a full-time basis and will lose their matriculation status, campus housing privileges and financial aid. Students academically suspended for the first time may not take more than 6 credit hours per semester at York College until they are readmitted by the Admissions Office. A student who is academically suspended for the second time will be prohibited from taking any course at York College for at least one year.

To apply for readmission, an academically suspended student must complete at least six credits of coursework at another accredited institution or at York College, and must have earned a minimum of a "C" grade in all coursework. These students will be readmitted on continued academic probation and will have two semesters to raise their cumulative average to the 2.0 minimum standard for good academic standing provided they earn no grade lower than "2" following readmission. Students will also be readmitted to York College if they have taken coursework which raises their cumulative grade point average to a 2.0 or above. These students will be readmitted in good academic standing. Part-time students not in compliance with the GPA standards established for full-time students, for two consecutive semesters, will not be permitted to enroll in any class for one academic semester.

## **Readmission**

Students previously suspended for academic reasons and who desire to apply for readmission should obtain an official readmission form from the Admissions Office. Applicants who meet the criteria for readmission will be readmitted for the next fall or spring semester and will be assigned an advisor in their major program of study.

Students with questions concerning the readmission process or eligibility requirements should contact the college Admissions Office.

## **Dismissal Policy**

Following the second academic suspension, students will be dismissed from York College if their cumulative grade point average again falls below the minimum grade point average published for their class. Students dismissed from the college are eligible to transfer their credits to another college or university to complete a degree, but they are not permitted to take additional courses at York College.

## **STUDENT ACADEMIC APPEALS**

The Academic Standards Committee of the College is responsible for making recommendations regarding matters of an academic nature, including criteria for admission, probation and suspension of students, and a review of cases which cannot be properly handled by fixed rules. The committee may also make recommendations

concerning disciplinary action when academic matters are involved, if requested to do so by the Dean of Academic Affairs.

The Academic Standards Committee will review probation and suspension appeals following the Fall and Spring semesters. Students must submit their appeal to the committee in writing following the schedule described in the notice of suspension. Students submitting written appeals may also schedule an appointment to appear at their hearing and present their petition to the Academic Standards Committee in person. Students suspended after the Spring semester who complete courses at York College during the summer term(s) may petition the Academic Standards Committee for readmission for the Fall semester if a 2.0 cumulative G.P.A. is earned by the end of the summer terms.

The Academic Standards Committee will also consider written student petitions regarding other academic matters at their regular meetings during the academic year. Students should address their petitions to: Chair, Academic Standards Committee; c/o Office of Academic Affairs.

## **RESIDENCY REQUIREMENT**

The college residency requirement policy requires that the final 30 credit hours of a student's degree requirements be completed as coursework at York College. Because a student should take most of his or her upper division courses in the major during this time, it is important that these advanced credit hours be completed at the college. Therefore, no transfer credits or CLEP examinations are accepted in the final 30 credit hours of a student's coursework.

## **ACADEMIC DISHONESTY**

Academic dishonesty will not be tolerated at York College. Academic Dishonesty refers to actions such as cheating, plagiarism, etc., and includes all situations where students make use of the work of others and claims such work as their own.

When an instructor believes that a student has committed an act of academic dishonesty, the instructor will notify the student and the Dean of Academic Affairs, and the student will receive a grade of "0" in the course. Students who believe they have been unjustly charged or sanctioned in such cases should discuss the situation with the instructor. Following this discussion, students may request a review of their case by the Academic Standards Committee of the College and should contact the Dean of Academic Affairs regarding their request for such a review hearing.

In cases where a student receives a second notice of academic dishonesty, the student will be suspended from the college.

# **ACADEMIC POLICIES**

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## **GRADUATION**

A student expecting to graduate from York College must file a degree application during the final semester on campus. To apply for graduation, a student must complete an

Application for Graduation form in the Records Office and pay a \$60 graduation fee at the Business Office by September 15 for December graduation, February 5 for May graduation, or by July 15 for August graduation. Every student who intends to graduate **MUST** complete the application and pay the graduation fee whether or not he/she wishes to participate in the commencement ceremony. Commencement ceremonies are held twice a year in May and December. Students who meet the graduation requirements in August are invited to participate in the December commencement. Graduation regalia is purchased directly from the college bookstore.

A student may receive only one degree in a given semester. For example, a student may not receive an Associate degree and a Baccalaureate degree in the same semester. In addition, a student may receive one Associate degree and one Baccalaureate degree in that order from York College (see Programs of Study section).

To participate in May commencement, a student may complete the final degree requirement by enrolling in the mini-semester session for no more than one academic course and/or physical education course for a maximum of four credits. Students completing graduation requirements during any other summer sessions will receive their diploma in late August and are invited to participate in the December commencement ceremonies. Students graduating in May, August, or December are considered graduates of that calendar year.

Late application for graduation will result in an additional fee, a significant delay in the receipt of the diploma, and will not allow the student to participate in commencement. It is imperative that application for a degree be made by the deadline published each semester.

## **AWARDING OF A SECOND DEGREE**

A student holding an Associate or Baccalaureate Degree from another accredited college may pursue courses at York College leading toward a second degree (either Associate or Baccalaureate) provided the following conditions are met:

1. The candidate must meet the departmental requirements established for the major as published in the College Catalog. The Department Chair will review the student's academic record and indicate the additional courses that will be necessary to complete the degree requirements.
2. The candidate must complete a minimum of the last 30 semester hours of the major at York College.
3. The candidate has applied for, and been accepted for admission to York College.

## **AWARDING OF AN ADDITIONAL MAJOR**

A student holding a baccalaureate degree from York College of Pennsylvania may not receive a second degree from the college, but may elect to pursue courses leading toward a second baccalaureate-level major provided the following conditions are met:

1. The student must submit an additional application for admission to the Director of Admissions and formally matriculate in the new major.

2. The candidate must meet the departmental requirements as published in the College Catalog. The Department Chair will review the student's records and indicate any additional courses which will be required to complete the student's major requirements.
3. The student must complete the Application for Additional Major available in the Records Office at the beginning of the semester in which the major will be completed. The additional major note will be posted on the transcript at the same time as degree notes are posted. An additional diploma **WILL NOT** be issued.
4. Students who complete a second major in a discipline associated with a new degree designation may request that the degree designation for their program be revised to reflect the second major. Thus, a student whose original York College degree was a B.A. may request that their degree be redesignated as a B. S. upon completion of a second major in a discipline for which the B. S. degree is granted, or vice versa.

## **SELECTION OF A MAJOR**

A student, upon entering York College, may declare a major program of study. However, if the student has not decided on a specific major, he or she may register as an Undeclared student and is encouraged to discuss interests and goals with their academic advisor, professors, and Advising Office personnel. In addition, the Career and Counseling Services Center provides extensive career guidance and self-assessment for those wishing to explore possible fields of study. If there is a change in major or a delay in declaring a major, the time needed to complete degree requirements may be extended. College policy requires a student to declare a major at or before earning 60 credit hours.

## **DECLARING OR CHANGING A MAJOR**

Before officially declaring or changing a major, a student should explore the curricular options at York College. Faculty advisors, Career Services workshops and computer programs, and shadowing experiences are valuable resources in helping students focus on a major. College policy requires a student to declare a major at 60 credit hours. To declare or change a major, a student should contact the Academic Advising Office to complete a Change in Record form and receive an academic advisor in the major field of study. The student must follow all degree requirements in the major at the time the major is declared.

## **ACADEMIC MINORS**

Minors are academic credentials earned by students in an area other than their major. To complete a minor, a student must complete a minimum of 15 credits, and a maximum of 20 credits of course work, which may include both upper and lower division courses as defined by the specific requirements of the department offering the minor.



All students completing a minor must earn a cumulative grade point average of 2.0 in these designated courses, and take a minimum of 9 credits of coursework in the minor at York College of Pennsylvania to have their minor appear on their transcript.

### **DECLARING A MINOR/DOUBLE MAJOR**

A student interested in pursuing a minor or a double major should contact the Academic Advising Office and complete a Change of Student Record form. While the student declaring a second major continues to work closely with the academic advisor in the primary major field of study for careful academic planning, it is also important to meet with a faculty advisor in the second major to make certain that all degree requirements are fulfilled in the additional major or minor.

### **INCOMPLETE WORK**

A student may request an incomplete grade for a course when illness, family tragedy, or similar extenuating circumstances make it impossible for the student to complete the remaining requirements of the course by the end of the semester. The student should contact the course instructor with this request. At the instructor's discretion, a grade of 'I' may be granted if the student has completed a substantial portion of all course requirements, is in good academic standing in the course when the incomplete is granted, and if the instructor believes the remaining coursework can be completed during the defined period. All incomplete work must be completed within 60 days from the last day of finals in the semester in which the coursework is taken or the student will automatically receive a grade of "0." It is the student's responsibility to contact the instructor and make all the arrangements to complete the coursework within the given time frame.

### **PASS-FAIL OPTION**

York College students may take designated courses on a pass-fail basis. Those courses offered with the pass-fail option will be indicated in the Schedule of Classes brochure prepared each semester. Students may register for a maximum of two pass-fail courses per academic year with a maximum of eight such courses in a student's undergraduate program. Students may not take courses required in their major or minor field on a pass-fail basis and may not use pass-fail courses to complete General Educational requirements even if courses are offered in that manner (i.e., common core and Area Distribution Requirements). In addition, a student registered for a 12-credit course load with three credits of pass-fail coursework will not be eligible for Dean's List recognition.

### **AUDITING A COURSE**

Students or members of the community who wish to audit a course will be accommodated after full-time students have registered for courses. Regulations affecting

auditors are: no attendance record is maintained; no assignments are made or papers corrected; no examinations are taken; no course credits are received; and a nominal tuition charge will be made (see Tuition and Fees section)

### **REPEATING A COURSE**

Any student who has taken a course at York College will be permitted to repeat this course. While both grades will appear on the student's permanent record, the quality points earned on the basis of the higher grade will be used in the computation of the cumulative grade point average.

Since grades and quality points are not transferred from other institutions, a course may only be repeated at York College.

### **ATTENDANCE POLICY**

Students are expected to attend all scheduled class meetings. Class attendance policy, and the impact of class absences on the course grade, will be determined by each course instructor. The class will be informed in writing within the syllabus whether attendance is used as a criterion in evaluating student performance. The student is responsible for all work of the course unless specifically exempted by the instructor. It is recognized that some absences may be necessary or unavoidable. The student should inform the instructor of the reason for the absence and make up any work which is missed. The responsibility for initiating action to make up work missed in the classroom rests with the student.

### **EXAMINATIONS**

The course instructor determines how students will be evaluated in individual courses and informs the students at the beginning of the semester in the course syllabus.

Final examinations, held during the Final Examination week, are generally designed to cover the materials discussed during the semester's coursework. Final exams are generally two hours in length for each course and are administered through a special final exam schedule published by mid-semester. If a student has three or more final exams scheduled on a given day, he or she should contact one of the course instructors to schedule another time during Final Exam week to take the exam.

### **CREDIT BY EXAMINATION**

Matriculated students may earn course credit by successfully completing an examination which tests mastery of the learning outcomes of a given course. Credit is awarded for successful completion of the examination.

1. All applications for examination should be made in writing to the appropriate department chair on forms available in the Registrar's Office.
2. A student should not use credit by examination to complete any course required for graduation during the last semester.

3. Credit earned in a course taken by examination, 2 level ("C") work or better, shall be recorded together with quality points on the permanent record.
4. The maximum number of credits eligible to be earned by credit by examination is 30.
5. Examinations are prepared at the direction of the academic department chair or appropriate instructor or instructors and are normally not less than three hours in length.

## TRANSFER POLICIES

Transfer students from accredited two- and four-year institutions with a minimum GPA of 2.0 (in most majors) are welcomed at York College. A maximum of 75 semester hours can be accepted as transfer credit from two-year institutions; transfer students admitted to the college with an associate degree must satisfy all York College General Education requirements including courses not completed as transfer credit. Students must complete a minimum of 30 credit hours at York College to be eligible for a degree. Transfer students should be aware that in some majors, a limited number of transfer courses will be used to satisfy degree requirements in the major.

York College awards credit but no quality points for transfer work. Transfer grades are not computed into the cumulative grade point average except in the calculation of graduation honors. (For transfer admissions procedures, see the Admissions and Finances section of this Catalog.) For information and procedures for earning course credit at another institution, see the Academic Procedures section on "Courses Taken at Other Institutions."

## ADVANCED PLACEMENT

Advanced placement and college credit may be granted to entering students who perform satisfactorily on the College Board Advanced Placement Examinations, the College Level Examination Program, American College Testing/PEP examination, or other proficiency tests that have been approved by the Dean of Academic Affairs and the chair of the department. Similarly, a student who has matriculated and based on previous experience, training, and background believes that he or she has sufficient knowledge to pass a course by examination shall, upon petition to the appropriate department chair, be given a suitable examination for the course desired.

The following regulations apply to students who earn credit and/or advanced standing:

1. The department chair or the student may initiate procedures resulting in credit or advanced standing for a course.
2. College credit will be granted to entering freshmen who earn scores of 3, 4, or 5 on the individual subject tests of the College Board Advanced Placement Examinations.
3. Credit will be granted on single subject examinations of the College Level Examination Program on the basis of the York College of Pennsylvania CLEP

Equivalency report available at the Records Office. Up to thirty (30) credit hours may be granted for satisfactory scores on the General Examination of the College Level Examination Program. No more than six (6) credits shall be granted for any one of the five tests in the battery. To obtain credit the student must score above the 40th percentile in each test.

4. Courses for which credit and/or advanced placement has been granted will be noted on the permanent record and will represent credit for, or a waiver of, a specific course, whichever is appropriate.
5. The maximum number of credits which any one person may earn by advanced placement and/or credit by examination is 60. CLEP examinations may not be scheduled within the final 30 credit residency period.
6. The department chair and Dean of Academic Affairs will determine what is a satisfactory score on performance tests used by the College other than the College Board Advanced Placement Examinations, College Level Examination Program, and the American College Testing/PEP examinations.

CLEP information and booklets are available through the Records Office.

## **COURSE PLACEMENT**

Course placement procedures are utilized in mathematics, foreign language, music, and other disciplines to ensure that students have a positive and appropriate learning experience. Initial placement in such courses may be based on high school records, SAT scores, or college administered test results. Students who believe that they have been incorrectly placed based on these measures should contact the department chair to discuss their concerns.

Students whose proficiency in mathematics, foreign language, music, etc. qualifies them for placement at advanced levels of study may not receive credit for courses below the level in which they have been placed.

## **STUDENT RECORDS**

### **Family Educational Rights and Privacy Act**

The *Family Educational Rights and Privacy Act* (FERPA) affords students certain rights with respect to their educational records. They are:

The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.

Students should submit to the Director of Records written requests that identify the record(s) they wish to inspect. The Director of Records will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College

official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including Security personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

### **Parental Notification on Student Records and College Matters**

Parental rights of access to educational records depend on the student's financial status, either dependent or independent. If the adult student is financially independent, parents have no right of access without the student's consent. If, however, the student is a financial dependent, a parent/guardian's request for educational records is honored by York College. It is the student's responsibility to clarify and document his/her financial status and acknowledge acceptance of the college's disclosure policy upon admission and to update such information via the Records Office.

Parents or legal guardians of financially dependent students will be notified by the Academic Affairs office/college officials when their son or daughter has been issued two or more warning grades at mid-term. Professors are not required to issue warning grades, and some do not. A copy of the final grades will be sent to the designated parent(s)/guardian(s) in addition to the report sent to the student.

Parents or legal guardians of financially dependent students will be notified by the Student Affairs Offices/college officials when their son or daughter has been responsible for a violation of the college's student code of conduct. Students and parents are encouraged to discuss these disciplinary matters to assist in the attainment of behavioral improvement.

Directory information is distributed without prior consent of the student. Directory information is defined as a student's name, address, telephone number, date of birth, major field of study, dates of attendance, class year and degree and awards received. However, students who do not wish such information to be released or made public may inform the Admissions Office, if a new student, or the Records Office, if a returning student, in writing by September 1 for the fall semester or January 15 for the spring semester.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by York College of Pennsylvania to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, S.W.  
Washington, D.C. 20202-4605

## **STUDENT CONDUCT AND PROCEDURAL STANDARDS**

The College reserves the right to impose sanctions, up to and including expulsion from the College, if the student has engaged in activity in violation of the institutional regulations and objectives of the college. York College of Pennsylvania stands against the violation of the law and is responsible to cooperate and communicate as appropriate with law enforcement agencies in their duties. Students are expected to be aware of local, state and federal laws, and understand their responsibilities as members of this educational community. Student victims will be assisted through proper advising on legal rights/options, counseling, and access/referral to existing victim support services. For assistance and consultation, students can contact the appropriate office, Security Department, Counseling Services, Residence Life, or Student Affairs.

## **RECORDS**

A record of a student's academic progress is maintained by the Director of Records. faculty advisors, counselors, administrators, and department chairs utilize the Records Office when assisting students.

Students may consult the Records Office on matters relating to their academic progress and when requesting transcripts. The College maintains centralized records and they are confidential. Transcripts are not sent unless the student has met all financial obligations at York College, and has presented written consent to the Records Office. Except for the first transcript, students are charged \$3.00 for each request.

## **ACADEMIC PROCEDURES**

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### **COURSE SCHEDULING/REGISTRATION**

A schedule of classes for each semester is provided along with a rotation timetable for course registration. A schedule of course selections signed by the student's assigned academic advisor is taken to the Registrar's Office for enrollment in the official records of the College.

Newly admitted students for the fall semester are invited to an orientation program in late spring. At this time, new students receive their first semester schedule of classes, meet with a faculty advisor, and receive an overview of college procedures. New students who cannot attend the orientation may make an individual appointment with the Registrar's office during the summer.

Full-time students who schedule classes after the first day of classes will be assessed a \$25.00 late scheduling fee. Part-time students will be assessed a \$15.00 late scheduling fee.

Students who schedule classes and pay their tuition bills prior to the Business Office payment deadline will be automatically registered for the semester and placed on the instructors' class rosters.

### **DROP/ADD PROCEDURE**

A student may drop and/or add a course anytime during the first week of classes each fall and spring semester. Checking with the academic advisor about a course schedule change is advisable as is checking with the Registrar's Office about the course availability. The procedure for adding or dropping involves payment of a \$10 fee in the Business Office to obtain a Change of Student Record form and completion and submission of this form to the Registrar's Office to officially drop and/or add the appropriate course(s). See below for Course Withdrawal procedure.

### **COURSE WITHDRAWAL**

The last date to withdraw from a course during the fall and spring semesters is the eighth Friday of the academic semester (see Drop/Add above) in order to avoid a grade penalty. To withdraw from a course, the student must pay a \$10.00 withdrawal fee in the Business Office and complete a Change of Student Record form in the Records Office. Failure to attend class or merely giving notice to the course instructor is not considered an official course withdrawal. No extensions are granted beyond the withdrawal deadline.

### **COURSES TAKEN AT OTHER INSTITUTIONS**

Students desiring to pursue summer coursework or additional work at another accredited institution must secure written approval from their academic advisor and the Registrar prior to beginning the work in order for the credits to transfer into York

College. Course Approval forms to obtain such permission are available in the Registrar's Office and the Academic Affairs and Advising Office.

In order to receive transfer credit from courses at other accredited institutions, a student must receive a grade of "C" or better. Credit hours for these courses may be transferred but grades and quality points will not transfer; however, transfer credits will be included in the calculation of graduation honors. Students are reminded that they must complete the last 30 credit hours of their program of study as coursework at York College. In general, if a student wishes to take courses at another institution, it is wise to register for lower division courses since most majors require students to take their upper division courses in their major as coursework at York College.

### **CHANGE OF MAJOR/MINOR**

A student who decides to change his or her major may do so by contacting the Academic Advising Office and completing a Change of Student Record form. At this time, the student will be assigned a new advisor in the new program of study. When a change of major is made, the student must follow the degree requirements in the program of study at the time of their first date of matriculation. Readmitted students who have not taken courses at YCP during the previous seven years will complete the 1997 General Education requirements. All others will complete the previous General Education requirements in effect prior to 1997.

### **GRADE APPEAL**

Students who believe that their final grade in a course does not accurately reflect their performance should appeal their grade directly to the course instructor. Following discussion with the instructor, the student may request a review of their grade by the Department Chair if the student believes their concern has not been adequately addressed.

### **WITHDRAWAL FROM THE COLLEGE**

The last day to withdraw from the college is the eighth Friday of the academic semester. When circumstances indicate that a student must withdraw from the college, he or she must contact the Office of the Dean of Student Affairs for a complete withdrawal from all courses. A student who officially withdraws from the college receives grades of "W's" on the transcript. A student who ceases attending classes without completing his or her formal withdrawal will receive a grade of "0" in all registered courses. In addition, the student remains responsible for all financial obligations. A student who withdraws before the end of the term or is suspended or expelled receives no refund.

Part-time students should contact the Registrar's Office if withdrawing completely from the College. Part-time students should note that withdrawal during or after the first class meeting will not eliminate the obligation to pay any remaining balance. See Tuition and Fees section for refund policy.



## **SPECIAL LEARNING OPPORTUNITIES**

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### **INDEPENDENT STUDY**

An Independent Study is a well-defined, individual research project supervised by a faculty member and undertaken without formal instruction or meeting times. Such a study affords students an opportunity to conduct in-depth research on a special topic without regular class meetings or formal instruction. While an Independent Study project involves a reduction in formal teaching, effective Independent Study is characterized by an increase in student responsibility and initiative in both research and the learning process.

A student who wishes to apply for an Independent Study project must complete a minimum of 60 credit hours with a cumulative GPA of 2.50. An application form, available in the Registrar's Office and academic department offices, should be completed by the student with approval from the faculty supervisor and department chairperson along with a comprehensive summary describing the nature, objectives, and evaluation format of the independent study. Completed forms should be submitted to the Registrar's Office to be entered on the student's schedule. The deadline for submitting such applications is the end of the Drop/Add period.

### **INTERNSHIP**

An internship is an elective educational experience that offers students the opportunity to earn academic credit for experiential learning outside the classroom. Internships are designed to enhance a student's professional preparation and career opportunities and are available to eligible York College students. To earn academic credit, the internship must be completed at an approved site where the on-site supervisor has agreed to provide the intern with structured learning experiences that will assist them in achieving specific learning objectives. In addition, the student must complete an Internship Application, including detailed learning objectives for the course, and receive the approval of the Department sponsoring the internship and from the college Internship Coordinator prior to beginning the on-site experience.

Internship Study is available to matriculated students who have earned 60 or more credits and a 2.5 cumulative grade point average at the time of application. A minimum of 120 hours on site is required to earn 3 internship credits; students are limited to a maximum of 6 credit hours of Internship Study in a baccalaureate program. Internship application forms, available in the Career Services Center or Department Charis' offices, must be completed by the end of the Drop/Add period for the semester.

### **SERVICE LEARNING**

York College is committed to providing service learning opportunities which will allow students to contribute to the community while obtaining valuable experience

and enhanced employment credentials. Volunteer programs at York recognize that students can obtain valuable life experience through service learning and that employers frequently seek graduates who have been constructively involved in their community. Service Learning opportunities are available in a variety of organizations and can be selected based on a student's major or area of academic interest. Students interested in participating in Service Learning should contact the Office of Career Services or Student Activities.

## **STUDY ABROAD**

Matriculated students at York College are encouraged to explore the opportunities for academic study in another country as part of their degree program. The college has established special affiliation agreements with the following institutions: University College of Ripon and York St. John in York, England; Honam University in Kwangju, Korea; Pontificia Universidad Catolica in Quito, Ecuador; Cemanahuac Educational Community in Cuernavaca, Mexico. These affiliations allow students to plan a study abroad with the assurance that courses taken at these institutions will be accepted at York College for degree completion. Additional Study Abroad opportunities are sponsored by other institutions with credits transferred to York College. Informational packets on these programs are also available in Career Services. Students interested in Study Abroad opportunities sponsored by York College should obtain informational packets in the Career Services Center.

## **EVENING, SATURDAY, AND SUMMER PROGRAMS**

York College offers a full spectrum of credit courses in the evenings, on Saturday and throughout the summer. Such courses are available to students who want to work toward a degree, either Associate or Baccalaureate, or who wish to continue their education for cultural or vocational reasons. With approval from the Associate Registrar, a student may attend on a full-time basis.

The courses offered are all selected from the college catalog. Over half are taught by full-time faculty members. The schedule of offerings is based on surveys taken among students and in the community and is designed to address the educational needs of the Central Pennsylvania community of college-age youth, adults in business, education and industry, and those wishing to broaden their interests in life through education.

Students may earn college credit for these courses. The requirement for admission is a high school diploma or an equivalent G.E.D. As a rule, evening session students enroll for a maximum of two or three courses. All part-time students must apply for matriculation prior to completing 24 credit hours of coursework. A minimum of a 2.0 grade point average is required for matriculation.

All college services are available for evening students including parking, admission to all home athletic contests, concerts, financial aid, career services and the use of the Student Union.

The following majors can be completed through the Evening and Saturday Degree Programs:

<i>Baccalaureate</i>	<i>Associate</i>
Accounting	Business Administration
Behavioral Science	Computer Programming
Criminal Justice	Criminal Justice
Economics/Finance	General Studies
Information Systems	Retailing
Informatics	
International Business	<i>MBA</i>
Long Term Care Administration	Accounting/Finance
Management	General Business
Marketing	Health Care Management
Nursing (RN Completion)	Human Resource Management
	Information Systems
	Management
	Marketing

## EVENING COURSES

Evening courses are offered from 7:00–9:45 p.m. Monday, Tuesday, Wednesday, Thursday and on Saturday mornings 9:00–11:45 a.m. to serve adults who wish to earn degrees or increase their vocational skills. The classes meet for 2 hours and 45 minutes one time a week as listed above. Classes are held on the College campus on Country Club Road and at the Hanover Center, located at the Hanover High School, 401 Moul Avenue, Hanover.

## TWILIGHT COURSES

Twilight Courses offer late afternoon and early evening classes so that working adults may attend courses immediately after work. In scheduling these courses, the College has attempted to provide classes for those individuals working a regular 7:30 a.m. to 3:30 p.m. day shift as well as those clerical and administrative employees who finish their workday at 5:00 p.m.

This program also facilitates the academic programs of individuals already enrolled in the evening program. Students are able to attend a 5:30–6:45 p.m. twilight class and remain for their evening class.

## HANOVER CENTER

York College offers a limited number of credit courses in Hanover, at Hanover Senior High School during the fall and spring semesters as well as during the summer. Students may register by mail, in person, or during the special Hanover Summer regis-

tration held at the high school approximately two weeks before the semester begins. Representatives from the Bookstore, Business Office, Financial Aid, Advising Office and the Registrar's Office are there for your convenience.

## **SUMMER SESSIONS**

Undergraduate classes are offered for thirteen weeks throughout the summer, divided into several semesters. These classes are held during the day and in the evening. The summer classes are given for the following reasons:

1. Accommodate students in good standing at other colleges who desire to obtain credits for transfer to their own institutions.
2. Assist continuing students who desire to accelerate their program toward early graduation without the pressure of a full-day schedule.
3. Provide an opportunity for students to make up work in courses for which their performance fell below acceptable standards.
4. Provide an opportunity for high school graduates who wish to enroll in college courses before beginning their first semester in September.
5. Facilitate the program of part-time matriculated students who wish to further their program through summer study.
6. Enable those high school students who have completed their junior year and who are recommended by their high school principal or high school guidance counselor to begin college studies.

All College services are available to summer students including parking, library services, scheduled summer activities using the gymnasium and swimming pool, residence facilities, advising and counseling services and the use of the Iosue Student Union.

Summer courses are of the same quality and number of class hours as those in the academic year and most are taught by full-time faculty members. Students may enroll in up to four credits during the Mini-mester and up to a maximum of seven credits during Summer I or Summer II.

Brochures are provided for both the Evening and Summer Sessions. They may be obtained by either writing or calling:

Evening, Saturday and Summer Degree Programs  
Registrar's Office  
York College of Pennsylvania  
York, PA 17405-7199  
Phone: (717) 815-1229

## **CHILD CARE SERVICES FOR ADULT LEARNERS**

Daytime child care services are available Monday through Friday for the children of York College adult learners at St. Paul's Lutheran Church Child Care Center, located on the corner of West Springettsbury Avenue and South George Street. For more information, contact the Center Director at (717) 843-6050.

Evening child care services are available at the Jewish Community Center located at 2000 Hollywood Drive, York. To register, please contact the Center at (717) 843-0918.

## **OFFICE OF SPECIAL PROGRAMS**

York College offers a variety of non-credit, technical, healthcare, professional and personal development programs focused on company or professional-specific needs. These courses and selected credit courses are available on-site or on campus.

Through the Glatfelter Telecommunications Center, the Special Programs Office has the capability to send and receive programs around the world. Included is the ability to produce, edit and complete a video program.

Funded programs focused on education, training and employment are developed and operated through the services of the Special Programs Office. These programs are generally formed in partnership with business and industry.

Information regarding the Special Programs Office and how it can help your business may be obtained by phone, fax, e-mail or in writing:

Director of Special Programs  
York College of Pennsylvania  
York, PA 17405-7199  
Telephone: (717) 846-1451  
Fax: (717) 849-1607  
e-mail: special-programs@ycp.edu

## **ACADEMIC SUPPORT SERVICES**

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### **ACADEMIC ADVISING**

All matriculated students are assigned a faculty academic advisor in their major upon entering York College. These advisors assist students in planning their academic program and in clarifying their educational, career, and life goals in addition to providing information about academic policies and procedures. It is the responsibility of the student to meet with the advisor on a regular basis to discuss academic progress, especially during the advising period when advisors guide and approve the student's course schedule for the following semester. While the academic advisor works with the student in planning the program of study in a given major, the student is ultimately responsible for meeting all degree requirements for graduation.

Students should contact the Academic Affairs and Advising Office for questions and concerns beyond the guidance of the individual advisor.

## **THE LEARNING RESOURCE CENTER**

For students encountering academic problems with a particular assignment or project, individual and/or small group tutorial assistance beyond the classroom is available in the Learning Resource Center in Room 112 of the Wolf Academic Center (lower level of Wolf Gymnasium). The center is open more than 60 hours a week; specific times are publicized and posted at the beginning of each semester, with limited hours in the summer.

The Learning Resource Center offers tutorial assistance to students in writing and mathematics. In addition, the Center coordinates supplemental instruction in certain disciplines as requested by classroom instructors, and offers a full range of study skills assistance for students. Students seeking assistance should contact the center to schedule an appointment with a member of the professional tutorial staff. Academic tutoring in other courses is also available, and students may contact the Center for a list of qualified upperclassmen willing to work with students.

In addition, the Learning Resource Center provides resources and services for special needs students with a documented disability. The Coordinator of the Learning Resource Center will assist students in providing reasonable accommodations for courses while ensuring that the academic standards and course requirements, as established by the college, are maintained.

## **PREMEDICAL/PRE-PROFESSIONAL ADVISING**

For students seeking a career in medicine, dentistry, optometry or other health professions, The Committee for the Health Professions provides information and advising relative to program requirements and admissions procedures and standards. The Committee can provide assistance to students regarding MCATS as well as school catalogs and application forms.

## **PRELAW ADVISING**

Students seeking admission to law school following graduation and/or information and guidance regarding the LSAT may contact the Prelaw Advisory Committee for special support and academic assistance. Interested students should contact the Director of Career Services for referral to a member of the committee.

## **STUDENTS WITH DISABILITIES**

York College will not discriminate against any qualified student with a disability or handicap in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. The College will reasonably accommodate the needs of students with a handicap or disability provided such accommodation does not constitute a fundamental alteration of the school's program of education or otherwise constitute an undue burden. York College is dedicated to serving the needs of

its students regardless of handicap or disability by providing a quality learning experience which will prepare graduates for productive roles in society.

Matriculated students requesting support or accommodations should meet with the Coordinator of Academic Advising to provide documentation regarding the nature of their disability and to plan an appropriate strategy for completing their academic requirements.



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## **PROGRAMS OF STUDY**

### **INTRODUCTION**

York College is dedicated to serving the needs of its students by providing a quality learning experience which prepares graduates for productive roles in society. At York, we believe the collegiate experience for students should facilitate both intellectual and personal growth, and encourage the development of life long learning skills. In support of this philosophy, the college offers a program of studies which provides over 50 degree options in baccalaureate disciplines, and associate degree and minor programs.

### **SATISFYING PROGRAM REQUIREMENTS**

Students are reminded of their responsibility to monitor degree program requirements and to plan their schedule of courses according to the degree program requirements in effect at the time of their matriculation into the degree program. Students should work with their academic advisors when planning or changing schedules and should contact the office of Academic Advising or the Registrar if they have questions or concerns regarding program requirements. While academic advisors and other staff make every effort to be conscientious and informed, the student has a personal responsibility for ensuring that all graduation standards and requirements will be met during their program of study.

## **BACCALAUREATE DEGREE REQUIREMENTS**

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Specific requirements and recommended curricula for each baccalaureate degree program are described in the Departmental Programs section of this chapter (see page 97). The general requirements for earning a baccalaureate degree at York College, which apply to all departmental bachelor's degree programs, are:

1. Successful completion of at least 124 credit hours and matriculation in a specific academic program. To satisfy the college's residence requirement, the last 30 of these credits must be earned at York College.
2. Achievement of a cumulative grade point average of at least 2.0. In certain majors, a higher minimum grade point average may be required for degree completion.
3. Successful completion of the designated program requirements for a specific major and achievement of the appropriate grade point average in the major as specified by the departmental curriculum in the Departmental Programs section of this chapter (see below).

4. Completion of the General Education Requirements for baccalaureate majors and achievement of the appropriate grade point average in these courses as specified in the General Education section of this chapter (see below).

At the beginning of the semester in which the student hopes to complete all degree requirements, they must submit an application for a degree. This application should be obtained from, and returned to, the Records Office during the first three weeks of the semester.

## **ASSOCIATE DEGREE REQUIREMENTS**

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Specific requirements and recommended curricula for each degree program are described in the Departmental Programs section of this chapter (see page 97). The general requirements for earning an associate degree at York College, which apply to all departmental associate degree programs, are:

1. Successful completion of at least 62 credit hours and matriculation in a specific academic program. To satisfy the college's residency requirement, the last 30 of these 62 credits must be earned at York College.
2. Achievement of a cumulative grade point average of at least 2.0. In some associate degree majors, a higher minimum grade point average may be required for degree completion.
3. Successful completion of the designated program requirements of a specific major and achievement of the appropriate grade point average in designated courses in the major as specified by the departmental curriculum in the Departmental Programs section of this chapter (see below).
4. Completion of the General Education requirements for Associate Degree majors and achievement of the appropriate grade point average in these courses as specified in the General Education section of this chapter (see below).

At the beginning of the semester in which the student hopes to complete all degree requirements, they must submit an application for a degree. This application should be obtained from and returned to the Records office during the first three weeks of the semester.

## **GENERAL EDUCATION REQUIREMENTS FOR BACCALAUREATE DEGREE PROGRAMS:**

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All baccalaureate degree candidates must complete the Common Core Requirements, Area Distribution Requirements, and General Education Elective Requirements for the General Education program as described below. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in courses which are primarily developmental in nature (E100 and ED104), may not be applied to degree requirements.

## COMMON CORE REQUIREMENTS

Courses in the common core of study must be completed with a minimum grade of 2.0. Based on previous educational performance, students may be required to complete additional courses in the core to achieve the required level of competency in each area, or they may be exempted through the admissions placement or credit by examination process. The mathematics requirement may be satisfied by the completion of MAT111, or a higher level mathematics course.

### *E101 English Composition: (3 credits):*

A course in writing strategies which is essential to all college students and to all careers. The course includes instruction in exposition, analysis, argument, and research techniques. Students are required to complete E101 within the first 45 credits of their program of study.

### *E200 Writing About Literature: (3 credits):*

The Writing About Literature course provides opportunities for students to develop higher level reading, thinking, and writing skills. In this course, students will read literary works and prepare critical essays which explain and analyze the complexities of selections ranging from poems to short stories, dramas, and novels. Students are required to complete E200 within the first 45 credits of their program of study.

### *CM104 Human Communication: (3 credits):*

This course will help students learn to use and evaluate effective communication behaviors. By using and analyzing the techniques of intrapersonal, interpersonal, small group, organizational, public, and mass communication, students will obtain the basic competencies required for successful verbal and nonverbal communication.

### *MAT111 Critical Thinking and Problem Solving in Mathematics: (3 credits):*

This course will emphasize the use of mathematics to solve problems and will present situations where students develop critical thinking skills. Topics may include problem solving strategies, symbolism and algebra, functions and relations, geometry, discrete mathematics, probability and statistics, and deductive proof.

### *IFL101 Information Literacy: (2 credits):*

The goal of this course is to assist students in developing skills which will enable them to function as information-literate individuals capable of using and applying current information technology. Students in this course will learn to determine when information is required, and will develop skills in acquiring information using library resources and computer technologies. Students will learn effective searching, evaluation of information, and use of the World Wide Web and Internet.

### *PE Physical Education Courses: (2 credits):*

Physical Education courses are either  $\frac{1}{2}$  credit (half of a semester), 1 credit, or 2 credit hours. Two credit hours of physical education are required for graduation, and students should select the course or courses of their choice to fulfill this requirement.

## AREA DISTRIBUTION REQUIREMENTS

Each student must select courses to satisfy the following area distribution requirements from the list developed by the department and approved by the Curriculum Committee (see below). Within the ten courses selected, a minimum of four courses must be completed at the 200 level or above.

**Area I: Fine Arts and Humanities (6 credits)**

**Area II: Social and Behavioral Sciences (6 credits)**

**Area III: Laboratory Sciences (6-8 credits)**

**Area IV: American Civilization/Government; Western Civilization (6 credits)**

**Area V: International Studies/Foreign Language:**

(6 credits in one of these two areas of study; if language is selected, both courses must be in the same language).

## COURSES THAT WILL SATISFY AREA DISTRIBUTION REQUIREMENTS:

Courses which can be used to satisfy the area distribution requirements of the General Education program have been developed by individual departments and approved by the Curriculum Committee of the Academic Senate. These courses are marked in the Course Descriptions chapter of this **Catalog**, and are presented by course code in the list below.

### *Area I: Fine Arts and Humanities:*

ART101, ART202, ART203, ART210, ART211, ART215, ART216, ART220, ART225, ART230, ART240, ART245, ART265, ART266, ART270, ART280, ART295, ART315, ART320, ART330, ART365, ART370, ART380, ART391, ART393, E160, E254, E281, E282, E283, E284, E285, E286, E291, E316, E323, E324, E341, E342, E343, E344, E347, E354, E362, E389, E416, HUM242, MUS181, MUS182, MUS200, MUS286, MUS287, MUS288, MUS290, P221, P222, P223, P224, P231, P240, P265, P266, P268, P321, P331, P341, P351, P369, P380

### *Area II: Social and Behavioral Sciences:*

ECO200, ECO201, G243, G244, G341, G345, G470–G479, H224, H225, H226, H245, H306, H333, H334, H342, H351, H352, H353, H354, H355, H356, H357, H358, H411, H427, H428, H441, H450, H470–H479, H471, PS100, PS242, PS260, PS262, PS302, PS303, PS305, PS306, PS312, PS360, PS361, PS362, PS363, PS370, PS471–P480, PSY100, PSY320, PSY341, SOC100, SOC220, SOC225

### *Area III: Laboratory Sciences:*

BIO110, BIO112, BIO120, BIO122, BIO124, BIO128, BIO150, BIO152, BIO210, BIO220, BIO222, BIO230, BIO232, BIO240, CHM102, CHM114, CHM116, CHM134, CHM136, ESS152, ESS154, PHY110, PHY112, PHY160, PHY260, PSC152, PSC154

*Area IV: American Civilization/Government and Western Civilization:*

H121, H122, H221, H222, PS141

*Area V: International Studies/Foreign Language:*

G350, H227, H228, H233, H234, H250, H303, H305, H330, H332, L111, L117, L118, L121, L122, L151, L152, L171, L172, L181, L182, L221, L222, L251, L252, L281, L282, L284, L285, L321, L322, L351, L352, L353, L380, L381, L382, L387, L470, L471, L490, L491, PS243, PS244, PS245, PS246, PS247, PS250, X143, X144, X145, X146, X147, X150

## GENERAL EDUCATION ELECTIVES

Students must complete a minimum of 12 elective credits in courses outside their major field of study. These elective courses may be used to complete a minor, but no more than 6 credits of electives may be satisfied by physical education activity courses.

## GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE DEGREE PROGRAMS:

All associate degree candidates must complete all courses in the Common Core Requirements (E101, E200, CM104, MAT111, IFL101, Physical Education), and achieve a grade of "2" or above in each course. In addition, associate degree candidates will complete a minimum of 3 credits in each distribution requirement area, and two of the five courses completed must be at the 200 level or above.

## ACADEMIC MAJORS:

### MASTER'S DEGREE PROGRAMS:

Master of Business Administration

Master of Science in Human Organization Science or Nursing (offered in affiliation with Villanova University)

### BACCALAUREATE DEGREE PROGRAMS:

Accounting

Behavioral Science

Biology

Business Administration

Chemistry

Criminal Justice

Economics and Finance

Education:

Elementary Education

Secondary Education:

Biology

English

Communication

General Science

Mathematics	Music
Social Studies	Music Education (K-12)
Engineering Management	Nuclear Medicine Technology
English:	Nursing
Theatre Concentration	Physical Science
Writing Concentration	Political Science:
Literature Concentration	Government Concentration
Fine Arts	International Studies
Graphic Design	Concentration
Health Information Management	Public Administration
History	Concentration
Humanities	Urban Studies Concentration
Informatics	Psychology
Information Systems	Public Relations
International Business	Recreation and Leisure
Long-Term Care Administration	Administration
Management	Respiratory Care
Marketing	Self-Designed Major
Mass Communication	Sociology
Mathematics	Spanish
Mechanical Engineering	Speech Communication
Medical Technology	Sport Management

### **ASSOCIATE DEGREE PROGRAMS:**

Art	Mass Communication
Biology	Mathematics
Business Administration	Music
Chemistry	Philosophy
Computer Programming	Physics
Criminal Justice	Respiratory Therapy
Engineering	Retailing
General Studies	

### **DUAL DEGREE PROGRAM:**

The York College Department of Business Administration has designed the Dual Degree program to give students a valuable advantage in the job market. This unique program offers students from any discipline the opportunity to receive both a Baccalaureate and a Master of Business Administration degree within five years. This combination provides Bachelor's Degree-level foundation advanced business theory and perspectives along with a solid Bachelor's level foundation.

## ACADEMIC MINORS

The academic departments have developed a number of programs leading to an academic minor. Such a minor, when completed, will be designated on the student's permanent record. The minor must be declared on the Baccalaureate degree application and will be verified by the department chair at the time of graduation. Courses used to complete a minor may not be taken on a pass/fail basis. A minor consisting of 15 to 21 credit hours may be obtained in the areas listed below:

Accounting	International Business
Advertising	International Relations
African and African-American Studies	Management
American History	Marketing
Anthropology	Mathematics
Art History	Music
Banking and Finance	Music Industry
Biology	Operations Management
Chemistry	Peace Studies
Criminal Justice	Philosophy and Religion
Criminalistics	Photography
Economics	Physics
English	Psychology
Entrepreneurial Studies	Public Administration
Fine Art	Public Relations
French	Quantitative Management
General Business	Retailing
Geography	Sociology
German	Spanish
Gerontology	Special Education
Government	Speech Communication
Graphic Design	Theatre
Human Resource Management	Women's and Gender Studies
Information Systems	World History

## DEPARTMENTAL PROGRAMS & REQUIREMENTS:

The programs of study offered at York College are provided through the College's ten academic departments:

<i>Department:</i>	<i>Office:</i>	<i>Chairperson:</i>
Behavioral Sciences	LS315	Dr. John Levisky
Biological Sciences	LS206	Dr. Carolyn Mathur

Business Administration	BA200	Dr. Mary Meisenhelter
Education	A310	Dr. Brian Glandon
English & Humanities	LS234	Dr. Dennis Weiss
History & Political Science	LS305	Dr. Philip Avillo
Music, Art, Communication	MAC206	Dr. Thomas Hall
Nursing	LS313	Dr. Joan Reider
Physical Sciences	C220	Dr. David Kaplan
Schmidt Library	L113A	Prof. Susan Campbell





## **BEHAVIORAL SCIENCES DEPARTMENT**

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**T**he Behavioral Sciences Department offers baccalaureate degree programs in Behavioral Sciences, Criminal Justice, Long-Term Care Administration, Psychology, Recreation and Leisure Administration, and Sociology. These programs are designed to prepare students for careers in various aspects of the social and behavioral sciences and for graduate study in these and related fields. A Criminal Justice associate degree is also offered, and minors are available in Anthropology, Criminal Justice, Criminalistics, Psychology, Security, and Sociology.

In addition, the department administers a Master of Science in Human Organization Science in affiliation with Villanova University with specialties in Criminal Justice, Human Resource Development and Human Organization Science.

### **BACCALAUREATE DEGREE PROGRAMS:**

#### **Bachelor of Science Degree in Behavioral Sciences**

Behavioral Sciences combines Sociology's study of group life with Psychology's study of individual behavior. A major in Behavioral Sciences is designed to provide preparation for entry into vocations where behavioral science training is desirable (e.g., governmental institutions, social agencies, industry, and graduate school).

Internships are available to qualified students with local agencies.

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Behavioral Science must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the college, (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements. In addition, students majoring in Behavioral Sciences must maintain a 2.0 average in all major requirements, and may be required to complete a standardized outcome assessment test.

#### **The required courses for the Behavioral Sciences major are:**

PSY100	General Psychology
SOC100	Introduction to Sociology
BEH260	Statistics <u>OR</u> PSY 270 Design Analysis I
SOC335	Research Methods <u>OR</u> PSY271 Design Analysis II
BEH490	Behavioral Science Seminar <u>OR</u> SOC490 Sociology Seminar
ANT210	Physical Anthropology <u>OR</u> ANT220 Cultural Anthropology
SOC235	Contemporary Theory <u>OR</u> SOC230 Developmental Theory, <u>OR</u> PSY472 History and Systems

In addition, students must select a minimum of 2 courses in sociology, 2 courses in psychology, and any 3 additional courses from the following list of courses:

ANT310	Advanced Physical Anthropology
ANT325	Culture/Personality
ANT350	Anthropology of Aging
ANT390-392	Selected Topics in Anthropology
ANT498-499	Anthropology Independent Study
BEH490	Behavioral Science Seminar
BEH495-496	Behavioral Science Cooperative Internship
BEH498-499	Behavioral Science Independent Study
CJA110	Juvenile Delinquency
CJA347	Community Based Corrections
GER315	Social Aspects/Aging
GER320	Working with Elderly
GER390-392	Selected Topics in Gerontology
GER410	Clinical Aspects/Aging
GER498-499	Gerontology Independent Study
PSY270	Design Analysis I
PSY271	Design Analysis II
PSY307	Cognitive Psychology
PSY309	Theories/Learning
PSY320	Developmental Psychology
PSY325	Adult Development
PSY327	Psychology of Exceptional Child
PSY341	Abnormal Psychology
PSY343	Social Psychology
PSY345	Personality
PSY351	Biological Bases/Behavior
PSY354	Sensation/Perception
PSY360	Psychology of Learning
PSY363	Industrial/Organizational Psychology
PSY365	Testing/Assessment
PSY380-399	Special Topics in Psychology
PSY421-422	Psychology Internship
PSY431-432	Senior Teaching Practicum
PSY441	Counseling Theories/Psychology
PSY472	History and Systems
PSY490	Senior Seminar in Psychology
PSY498-499	Psychology Independent Study
SOC210	Drug/Alcohol Addiction
SOC215	Law and Society
SOC220	American Social Problems
SOC225	The Family
SOC230	Development of Social Theory

SOC235	Contemporary Social Theory
SOC310	Sociology of Organizations
SOC315	Ethnic/Minorities
SOC320	Criminology
SOC330	Sociology of Religion
SOC335	Research Methodology
SOC340	Urban Sociology
SOC345	Human Services Techniques
SOC410	Population Trends
SOC420-422	Topics in Sociology
SOC498-499	Sociology Independent Study

**Behavioral Science (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Human Communication	3
Information Literacy	2
Critical Thinking/Prob. Solv. Math	3
General Psychology	3
Intro. Sociology	3
Area I Distribution Requirements	6
Area IV Distribution Requirements	6
Physical Education	<u>2</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Anthropology	3
Writing about Literature	3
Statistics or Design Analysis I*	3
Sociology or Psychology Theory*	3
Area III Distribution Requirements	6-8
Elective Courses*	<u>15</u>
	33-35

<i>Junior Year</i>	<i>Credits</i>
Psychology Electives	6
Sociology Electives	6
Behavioral Sciences Electives*	6
Design Analysis II or Research Methods*	3
Area V Distribution Requirement	3
Electives Courses*	<u>6</u>
	30

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\*It is especially important to see your advisor before scheduling these courses.

<i>Senior Year</i>	<i>Credits</i>
Behavioral Sciences Elective	3
Behavioral Science Seminar/Sociology Seminar*	3
Area V Distribution	3
Electives Courses*	<u>21</u>
	30

### **Bachelor of Science Degree in Criminal Justice**

The Criminal Justice curriculum is designed to: (1) provide students with a basic understanding and comprehensive overview of the criminal and juvenile justice systems and private security/asset protection field; (2) encourage a theoretical and informed inquiry into justice and security practices and policies; (3) develop introductory skills in research methodology and statistics; and to (4) prepare students for professional careers in criminal justice and private security as well as a foundation for the advanced study of criminal justice, law, or other graduate studies.

Experiential learning (internship) opportunities are available with various agencies within the Criminal Justice system. Experiential learning is arranged through the Criminal Justice faculty. The application process must be completed prior to the semester when the experiential learning is to commence.

### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Criminal Justice must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete General Educational requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Criminal Justice must maintain a 2.0 average in all major requirements, and may be required to complete a standardized outcome assessment test.

### **The required courses for all Criminal Justice majors are:**

PSY100	General Psychology*
SOC100	Introduction to Sociology*
SOC320	Criminology
CJA100	Orientation to Criminal Justice
CJA101	Introduction to Criminal Justice*
CJA102	Introduction to Asset Protection
CJA110	Juvenile Delinquency
CJA203	Ethical in Criminal Justice
CJA295	Criminal Justice Data Collection and Analysis

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\*A grade of "2" or better is required.

CJA296	Research Design in Criminal Justice
CJA302	Criminal Law
CJA334	Policing in America
CJA336	Judicial Process
CJA337	Punishment/Corrections
CJA360	Criminal Justice Experiential Learning
CJA491	Senior Seminar

**In addition, students must select a minimum of nine credits from the 300/400 level Criminal Justice electives listed below:**

CJA303	Women in Criminal Justice
CJA304	Legal Standards Asset Protection
CJA323	Arson & Bomb Investigation
CJA324	Body Fluids Analysis
CJA341	Criminal Procedure
CJA347	Community Based Corrections
CJA348	Juvenile Justice
CJA349	Comparative Criminal Justice
CJA362	Scientific Techniques in Investigation
CJA364	Commjnty Policing
CJA370	Police Organization & Management
CJA401	Security Planning and Supervision
CJA402	Crime and Public Policy
CJA403	Conflict Analysis and Management
CJA405	Substance Abuse and Management
CJA406	Critical Issues in Policing
CJA480	Institutional Corrections
CJA498	Independent Study

**Criminal Justice (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Introduction to Sociology or General Psychology	3
Introduction to Criminal Justice	3
Information Literacy	2
Physical Education	2
Critical Thinking/Problem Solving in Math	3
Juvenile Delinquency	3
Introduction to Asset Protection	3
Area I Distribution Requirement	3
Orientation to Criminal Justice	1
Free Elective	<u>3</u>
	<b>32</b>

<i>Sophomore Year</i>	<i>Credits</i>
Ethical Issues in Criminal Justice	3
Criminal Justice Data Collection and Analysis	3
Area III Distribution Requirements	6-8
Research Design in Criminal Justice	4
Area V Distribution Requirement	3
Human Communication	3
Free Electives	6
Introduction to Sociology or General Psychology	<u>3</u>
	31-33
<i>Junior Year</i>	<i>Credits</i>
Criminology	3
Area IV Requirements	6
Free Elective	3
Criminal Law	3
Policing in America	3
Judicial Process	3
Punishment and Corrections	3
Experiential Learning in Criminal Justice	3
Criminal Justice Elective	<u>3</u>
	30
<i>Senior Year</i>	<i>Credits</i>
Senior Seminar	3
Criminal Justice Electives	6
Area I Distribution Requirement	3
Area V Distribution Requirement	3
Free Electives	<u>15</u>
	30

### **Bachelor of Science Degree in Long-Term Care Administration:**

Opportunities abound in the rapidly growing long-term care field. Long-Term Care no longer refers exclusively to nursing facilities, but now includes personal care, home healthcare, retirement living, and specialized services, including rehabilitation, sub-acute, and day care. The spectrum of ages being served is also shifting, as people of younger ages are receiving care in these modalities. With the challenges of managed care, preferred provider organizations, Medicare and Medicaid reform, ever-changing regulations, and new paradigms of service delivery, well-prepared professionals are in demand. The Long-Term Care Administration Degree Program prepares individuals to meet the challenges of the new long-term arena. Graduates of this program will have completed the core knowledge hours (120 hours) required by the State Board of Examiners of Nursing Home Administrators in Pennsylvania. Other states may have different requirements. Students planning to reside in another state after graduation should check their state's requirement before selecting the Long-Term Care major at York College.

**Requirements for Graduation:**

To be eligible for graduation, students majoring in Long-Term Care Administration must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College, (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Long-Term Care Administration must maintain a 2.0 average in all major requirements, and may be required to complete a standardized outcome assessment test.

**The required courses for the major in Long-Term Care Administration include:**

PSY100	General Psychology
SOC100	Introduction to Sociology
SOC345	Human Services Techniques
GER315	Social Aspects of Aging
GER415	Clinical Aspects of Aging
LTC210	Regulatory Issues in LTC
LTC220	General Administrative Issues in LTC
LTC310	Fiscal Issues in LTC
LTC320	Resident Services in LTC
LTC495-497	Administrator in Training*
ACC220	Financial Accounting
MKT200	Prin. of Marketing
MKT250	Prin. of Management
MGT320	Human Resource Management
BEH260 OR QBA260	Statistics
PS242	Political Science
HIM425	Health Care Finance Management

**Long-Term Care Administration (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Human Communication	3
General Psychology	3
Introduction to Sociology	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area III Distribution Requirements	6-8
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Physical Education	1
	<hr/> 30-32

\*This course is taken on-site in a long term care facility. LTC495-497 requires 480-600 hours of on-site work. Scheduled meetings on campus are also required. Daytime, evening, and weekend hours may be required to fulfill these placements.

<i>Sophomore Year</i>	<i>Credits</i>
Writing About Literature	3
Elective	3
Accounting	6
Statistics	3
Principles of Management	3
Political Science	3
Long-Term Care Course (210, 220, 310, <b>OR</b> 320)	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Physical Education	<u>1</u>
	31
<i>Junior Year</i>	<i>Credits</i>
Human Services Techniques	3
Principles of Marketing	3
Human Resource Management	3
Long-Term Care Courses	6
Electives	3-6
Social Aspects of Aging	3
Area I Distribution Requirements	<u>6</u>
	27-30
<i>Senior Year</i>	<i>Credits</i>
Clinical Aspects of Aging	3
Long-Term Care Course	3
Administrator in Training*	12-15
Electives	<u>12</u>
	30-33

### **Bachelor of Science Degree in Psychology**

The Psychology major at York College of Pennsylvania is designed to provide students with the necessary background to pursue a number of professional careers within and related to Psychology. Core and Area Requirements have been designated to provide the integral background for further educational and professional growth. Electives, both within and outside the Psychology field, allow the student to concentrate on his or her individual career goals and needs.

The selection and sequencing of these courses must be done with the advisement of the Psychology faculty. The Psychology faculty are prepared to assist each student in preparing for his or her career and graduate school goals. It is imperative that all Psychology majors meet with their advisor at least once a semester.

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\*This course requires 480-600 hours of work at an approved facility.



**Requirements for Graduation:**

To be eligible for graduation, students majoring in Psychology must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College, (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104, may not be applied to degree requirements.

In addition, students majoring in Psychology must maintain a 2.0 average in all major requirements, and may be required to complete a standardized outcome assessment examination. No more than two courses in the major may be completed with a grade of 1.0 or below.

**Requirements for Major/Minor in Psychology:**

1. To complete a major in Psychology, a minimum of 24 credit hours, including PSY370, PSY472, PSY490, and 12 credits of psychology area courses must be completed at York College.
2. To complete a minor in Psychology, a minimum of 12 credit hours at the 300 level or above must be completed at York College.
3. 100 level or 200 level transfer courses in Psychology can not be used to satisfy 300 or 400 level Psychology course requirements. These courses will be transferred as free electives.

**The required courses for all Psychology majors are:**

PSY150	Introduction to Psychology I
PSY151	Introduction to Psychology II
SOC100	Introduction to Sociology
BIO112	Fundamentals of Human Biology* <b>OR</b>
BIO110	General Biology* <b>OR</b>
BIO150	Biology I*

One additional Biology course\*

PSY270	Design and Analysis I
PSY271	Design and Analysis II
PSY370	Design and Analysis III
PSY472	History and Systems
PSY490	Psychology Seminar

In addition to the required courses above, students must complete three Area Requirements. The following courses are the Area Requirements to be selected by the Psychology Major with their faculty advisor. These courses should normally be taken during the second and third years of study.

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\*Courses fill Laboratory Sciences Area Distribution Requirements.

Area A. Choose one of the following: 3 credits

PSY351	Biological Bases of Behavior
PSY354	Sensation and Perception
BIO306	Animal Behavior

Area B. Choose two of the following: 6 credits

PSY320	Developmental Psychology
PSY341	Abnormal Psychology
PSY343	Social Psychology
PSY345	Personality

Area C. Choose one of the following: 3 credits

PSY307	Cognitive Psychology
PSY309	Theories of Learning

The following are the Psychology Electives. These courses are designed to assist the student in meeting their career goals. A minimum of three courses (9 credit hours) must be completed in electives. Courses listed as Area Courses may also be taken as elective courses if they are not being taken as an Area Course. Students are to confer with their advisor concerning these courses. The concentration courses are to be taken during the third and fourth years.

PSY325	Adult Development
PSY327	Psychology of Exceptional Children
PSY363	Industrial and Organizational Psychology
PSY365	Psychological Testing and Assessment
PSY380-399	Special Topics in Psychology
PSY421	Psychology Internship
PSY422	Psychology Internship
PSY431	Senior Teaching Practicum
PSY432	Senior Teaching Practicum
PSY441	Counseling Theories in Psychology
PSY498	Independent Study in Psychology
PSY499	Independent Study in Psychology

Free Electives: 30-34

*Transfer students should meet with their advisor concerning Introductory Psychology 150 and 151. No more than two courses in the major may have a grade of 1 or below.*

### **Psychology Major (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Writing About Literature	3
Information Literacy	2

Critical Thinking and Problem Solving	3
Introduction to Psychology I and II	6
Introduction to Sociology	3
Biology	3-4
Area I Distribution Requirement	3
Area V Distribution Requirement	<u>3</u>
	29-30

<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Design and Analysis I and II	6
Psychology Area Requirements	9
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	<u>3</u>
	30

<i>Junior Year</i>	<i>Credits</i>
Biology Lab Elective	3
Psychology Area Requirements	6
Social and Behavioral Sciences	3
Psychology Elective	3
Area IV Distribution Requirement	3
Electives Courses	9
Physical Education	2
Design and Analysis III	<u>3</u>
	32

<i>Senior Year</i>	<i>Credits</i>
History and Systems of Psychology	3
Psychology Seminar	3
Psychology Elective	3
Free Electives	<u>24</u>
	33

### **Bachelor of Science Degree in Recreation and Leisure Administration**

The Bachelor of Science Degree in Recreation is accredited by the National Recreation and Park Association—American Association for Leisure and Recreation.

#### *Recreation and Leisure Administration Mission Statement:*

The Recreation and Leisure Administration Program at York College of Pennsylvania is designed to provide students with the necessary background to pursue a variety of professional careers within and related to the field. Core and area requirements have

been designed to provide the integral background for further educational and professional growth. Electives, both within and outside the Recreation and Leisure program, allow the students to concentrate on their individual career goals and needs.

### *Recreation and Leisure Administration Program Goals*

The faculty of the Recreation and Leisure Administration Program intends that graduates of the program will:

- a. Demonstrate the knowledge of Recreation and Leisure Administration needed to successfully pursue graduate education in the field;
- b. Possess the technical and conceptual skills required for entry-level professional careers in Recreation and Leisure service occupations;
- c. Be successful in utilizing their degree to obtain the appropriate certification for their emphasis area within the Recreation and Leisure field;
- d. Demonstrate leadership skills required for successful career advancement in Recreation and Leisure service occupations.

Two areas of emphasis are available. The Community Recreation emphasis is geared toward professional preparation for careers in federal, state, and local public recreation and park agencies, private and voluntary agencies, armed forces, industrial recreation, commercial recreation, church recreation, and travel and tourism. Flexibility within this option will permit students to focus on a specific type of agency or setting.

Upon successful completion of all college and certification requirements, graduates with a therapeutic recreation emphasis are eligible to apply to take the examination for certification as a Certified Therapeutic Recreation Specialist from the National Council for Therapeutic Recreation Certification. Graduates with both emphases are eligible to apply to take the examination as a Certified Leisure Professional through the National Certification Board.

The selection and sequencing of courses should be done through advisement by the Recreation and Leisure Administration faculty. Majors should see their advisor each semester.

### *Requirements for Graduation:*

To be eligible for graduation, students majoring in Recreation must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Recreation must maintain a 2.0 average in all major requirements, and may be required to complete a standardized outcomes assessment test.

*The required courses for all Recreation and Leisure Administration students are:*

PSY100	General Psychology*
SOC100	Introduction to Sociology*
REC101	Recreation and Leisure in Modern Society
REC103	Leadership in Recreation and Leisure Activities
REC221	Recreation Practicum
REC311	Introduction to Therapeutic Recreation
REC421-423	Recreation Directed Field Experience (9 credits)
REC450	Recreation Administration
REC491	Recreation Seminar

Community Recreation Emphasis

REC301	Group Dynamics
REC333	Organizing Community Recreation
REC392	Selected Topics in Recreation

**OR**

Therapeutic Recreation Emphasis

REC331	Leadership in Therapeutic Recreation
REC343	Organizing Therapeutic Recreation
SOC345	Human Services Techniques

Recreation Electives: three courses from the following list:

REC310	Outdoor Recreation
REC350	Special Events Planning
REC400	Leisure and Aging
REC401	Recreation Facilities Management
REC424	Recreation Directed Field Experience
REC498	Independent Study

Therapeutic Recreation Emphasis majors may also select from Community Recreation Emphasis requirements listed above.

Community Recreation Emphasis majors may also select REC331 Leadership in Therapeutic Recreation or REC343 Organizing Therapeutic Recreation.

***Therapeutic Recreation Certification eligibility requires in addition to the above:***

PSY341	Abnormal Psychology
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One of the following Biology/Laboratory courses:

BIO112/113	Fundamentals of Human Biology/Laboratory <b><u>OR</u></b>
BIO220/221	Human Anatomy and Physiology I/Laboratory <b><u>OR</u></b>
BIO222/223	Human Anatomy and Physiology II/Laboratory

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\*Courses fill Area II Distribution Requirements.

One of the following courses:

PSY325	Adult Development
GER410	Clinical Aspects of Aging
PSY320	Developmental Psychology
GER315	Social Aspects of Aging
N201	Human Growth and Development

**Recreation and Leisure Administration Major  
(suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
<i>(Both Community and Therapeutic Emphases)</i>	
Recreation and Leisure in Modern Society	3
Leadership in Recreation and Leisure Activities	3
English Composition	3
General Psychology	3
Introduction to Sociology	3
Information Literacy	2
Area I Distribution Requirements	6
Area V Distribution Requirement	3
Electives	<u>6</u>
	32

<i>Sophomore Year</i>	<i>Credits</i>
<i>(Both Community and Therapeutic Emphases)</i>	
Elective	3
Recreation Practicum	3
Introduction to Therapeutic Recreation	3
Human Communication	3
Critical Thinking/Problem Solving in Math	3
++(choice from above for therapeutic certification) <b>OR</b> Elective	3
Physical Education	2
Writing About Literature	3
Area III Distribution Requirements	6-8
Area V Distribution Requirement	<u>3</u>
	32-34

<i>Junior Year</i>	<i>Credits</i>
<i>(Both Community and Therapeutic Emphases)</i>	
Area IV Distribution Requirements	6
Recreation Electives	6
++(choice from above for therapeutic certification) <b>OR</b> Elective	6

<i>(Therapeutic Emphasis)</i>	
Organizing Therapeutic Recreation	3
Leadership in Therapeutic Recreation	3
Human Services Techniques	3

**OR**

<i>(Community Emphasis)</i>	
Group Dynamics	3
Organizing Community Recreation	3
Selected Topics	3
Electives	<u>6</u>
	33

<i>Senior Year</i>	<i>Credits</i>
<i>(Both Community and Therapeutic Emphases)</i>	
Recreation Seminar	3
Directed Field Experience	9
Recreation Elective	3
Recreation Administration	3
Electives	<u>7-9</u>
	25-27

### **Bachelor of Science Degree in Sociology**

Sociology deals with the nature and workings of human group life. As a science it examines social groups, categories, and society as a whole. It uses a particular frame of reference unique to the discipline. Employing statistical analysis as well as other forms of research, sociologists seek to understand how our society works. A major in Sociology is designed to provide preparation for pursuing graduate study and/or entry into vocations where sociological training is desirable (e.g. social agencies, personnel work in business, social planning in governmental agencies, and organizations in which survey research is conducted). Internships may be available with local agencies which allow selected students to apply theory to realistic situations.

### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Sociology must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Sociology must maintain a 2.0 average in all major requirements, and may be required to complete a standardized outcomes assessment test.

**The required courses for the Sociology major are:**

PSY100	General Psychology*
SOC100	Introduction to Sociology*
BEH260	Statistics
BEH490	Behavioral Science Seminar
SOC220	American Social Problems
SOC230	Development of Sociological Theory
SOC235	Contemporary Social Theory
SOC335	Research Methodology

In addition, students must select a minimum of 18 credits from the following:

BEH495-496	Internship
GER315	Social Aspects of Aging
PSY343	Social Psychology
SOC210	Drug and Alcohol Addiction
SOC215	Law and Society
SOC225	The Family
SOC310	Sociology of Organizations
SOC315	Ethnic and Minority Relations
SOC320	Criminology
SOC330	Sociology of Religion
SOC340	Urban Sociology
SOC345	Human Services Techniques
SOC410	Population Trends
SOC420-422	Topics in Sociology
SOC495-496	Internship**
SOC498-499	Sociology Independent Study**

**Sociology Major (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Human Communication	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
General to Psychology	3
Introduction to Sociology	3
Area I Distribution Requirements	6
Area IV Distribution Requirements	6
Physical Education	<u>2</u>
	31

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\*Courses satisfy Area II Distribution Requirements

\*\*See advisor prior to scheduling these courses.



<i>Sophomore Year</i>	<i>Credits</i>
American Social Problems	3
Statistics	3
Development of Sociological Theory	3
Contemporary Sociological Theory	3
Writing About Literature	3
Area III Distribution Requirement	3-4
Elective Courses*	<u>15</u>
	33-34
<i>Junior Year</i>	<i>Credits</i>
Research Methodology	3
Sociology Electives	9
Area III Distribution Requirement	3-4
Area V Distribution Requirements	6
Elective Courses*	<u>9</u>
	30-31
<i>Senior Year</i>	<i>Credits</i>
Sociology Courses	9
Behavioral Science/Sociology Seminar*	3
Elective Courses*	<u>18</u>
	30

## ASSOCIATE DEGREE PROGRAMS:

### Associate of Science Degree in Criminal Justice:

To be eligible for graduation students must complete a minimum of 62 credits. In addition students must maintain a 2.0 (C average) in all major requirements, earn a cumulative G.P.A. of 2.0, satisfy the college's residence requirements, and complete the Associate Degree General Education requirements of the college (see page 91).

### The required courses for the Criminal Justice Associate Degree are:

CJA100	Orientation to Criminal Justice
CJA101	Introduction to Criminal Justice
CJA102	Introduction to Asset Protection
CJA110	Juvenile Delinquency
CJA203	Ethics in Criminal Justice

AND 15 credits of 100/200 level courses in accounting, anthropology, behavioral sciences, criminal justice, geography, information systems, management, political science, psychology, or sociology.

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\*It is especially important to see your advisor before scheduling these courses.

**Behavioral Sciences Department Minors:**

Students majoring in Criminal Justice may not minor in Criminal Justice but may minor in Criminalistics. However, with the exception of CJA101, none of the courses required for the Criminalistics minor may be used to fulfill requirements for the major or another minor.

***Anthropology Minor (18 credits)***

ANT210	Physical Anthropology
ANT220	Cultural Anthropology
ANT310	Advanced Physical Anthropology
ANT325	Culture and Personality

Any two of the following courses:

ANT350	Anthropology of Aging
ANT390, 391, 392	Selected Topics Anthropology
L111	Introduction to Indo-European Languages and Folklore
E320	Introduction to Linguistics
BEH495, BEH496	Behavioral Sciences Cooperative Internship*
ANT498, ANT499	Independent Study in Anthropology

***Criminal Justice (18 credits)***

CJA101	Introduction to Criminal Justice
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Five other courses in Criminal Justice, of which a minimum of 9 credits must be at the 300/400 level.

***Criminalistics Minor (15 credits)***

CJA101	Introduction to Criminal Justice
CJA225	Criminal Investigation
CJA230	Introduction to Criminalistics
CJA323	Arson, Bomb, and Ballistics Investigation
CJA324	Evidence Analysis Technique of Bodily Fluids
CJA362	Scientific Techniques in Investigation

***Gerontology Minor (18 credits)***

ANT350	Anthropology of Aging
GER315	Social Aspects of Aging
GER410	Clinical Aspects of Aging

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\*Only special anthropological internships apply; see advisor six weeks prior to registration.

Any three of the following courses:

BEH495, BEH496	Behavioral Science Cooperative Internship**
GER320	Working with the Elderly
GER330	Final Separation
GER390, GER391, GER392	Topics in Gerontology
GER498, GER499	Gerontology Internships

*Psychology Minor (18 credits)*

PSY100	General Psychology
PSY150	Introduction to Psychology I

Select five courses from the following advanced Psychology courses:

PSY151	Introduction to Psychology II
PSY307	Cognitive Psychology
PSY309	Theories of Learning
PSY320	Developmental Psychology
PSY325	Adult Development
PSY327	Psychology of Exceptional Children
PSY341	Abnormal Psychology
PSY343	Social Psychology
PSY345	Personality
PSY351	Biological Bases of Behavior
PSY354	Sensation and Perception
PSY360	Psychology of Learning
PSY363	Industrial and Organizational Psychology
PSY365	Psychological Testing and Assessment
PSY380-399	Special Topics
PSY441	Counseling Theories in Psychology
PSY472	History and Systems in Psychology

*Sociology Minor (18 credits)*

SOC100	Introduction to Sociology
SOC220	American Social Problems

One course selected from the following:

SOC230	Development of Sociological Theory
SOC235	Contemporary Sociological Theory

Select three courses from the following:

SOC210	Drug/Alcohol Addiction
SOC225	The Family
SOC215	Law and Society

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\*\*Only special gerontology internships apply; see advisor six weeks prior to registration.

SOC310	Sociology of Organizations
SOC315	Ethnic/Minorities
SOC320	Criminology
SOC330	Sociology of Religion
SOC340	Urban Sociology
SOC343	Social Psychology
SOC345	Human Services Techniques
SOC410	Population Trends
SOC490	Sociology Seminar



## **BIOLOGICAL SCIENCES DEPARTMENT**

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**T**he Department of Biological Sciences offers Baccalaureate degree programs in Biology, Secondary Education-Biology, and the Allied Health fields of Health Information Management, Nuclear Medicine Technology and Respiratory Care. The Biology program is broad-based, and designed to prepare students for graduate studies or for professional programs in either medicine or other health-related fields. Graduates may seek employment immediately in biology related areas such as environmental science or biotechnology. The Secondary Education-Biology program prepares students for certification as secondary education biology teachers. The Allied Health programs are professionally accredited, and prepare students for careers as health information managers, nuclear medicine technologists or respiratory therapists. The Department also offers Associate degree programs in Biology and Respiratory Care, and a minor in Biology is also available.

### **Bachelor of Science Degree in Biological Sciences**

The Biology program provides the student with a solid and rigorous foundation in general biology, emphasizing a balance between the molecular/cellular and organismal/population areas of the field. Recognizing the many sub-specialties in biology, the curriculum is also flexible, allowing the student to design an area of emphasis that matches their unique interests and goals. Students are given numerous opportunities to expand their writing and speaking abilities, not only through their laboratory and classroom experiences, but also in selected courses such as Introduction to Scientific Research and Senior Thesis. The Biology program has a strong chemistry and physics component, and many biology majors acquire a minor in chemistry by taking an additional chemistry course such as Instrumental Analysis. This allows graduates to qualify for jobs that require skills in both biology and chemistry.

While mastery of subject matter is of prime importance, the curriculum also emphasizes the process of scientific inquiry through laboratory experimentation. Students design and conduct experiments both within their courses and outside of the classroom. Students are encouraged either to participate in undergraduate research projects with YCP faculty or to arrange a summer research experience with faculty at other institutions around the country. York College faculty offer a wide range of research opportunities for the student. Students, with their faculty mentors, may present their research findings at state and national scientific meetings. Papers have recently been presented by student-faculty teams in the areas of neurophysiology, exercise physiology, ornamental horticulture, plant development, animal behavior, microbial physiology and environmental microbiology. Additional research opportunities are available for students in molecular and cellular biology, genetics, biochemistry and reproductive physiology.

Many students earn credit through an internship by working in a learning environment off-campus. Examples include biotechnology companies, environmental firms,

nature centers or pharmaceutical laboratories. The skills and attitudes acquired in the workplace not only enhance the educational process at the college, but also provide a potential place of employment after graduation.

A college-wide, Health Professions Committee exists on campus specifically to advise students interested in Medicine, Veterinary Science, Optometry, Physical Therapy and other professional careers based in the sciences. There is no pre-professional major at the college since professional schools prefer that applicants major in a traditional undergraduate discipline, such as biology or chemistry, rather than follow a specific program geared to one profession, such as pre-med. The committee forms a second tier of advisors for these pre-professional students in addition to their major advisor. Committee members assist students in designing a course sequence and in choosing other related activities that will strengthen their professional school applications. They work closely with students from their freshman year until the application process is completed.

The Biology Department is a member of the Marine Science Consortium at Wallops Island, Virginia. This consortium of colleges in Pennsylvania was formed to provide a field station for their students to study and conduct research in the marine sciences. The Marine Biology and Oceanography courses conduct their laboratory component at this site. York College students may also choose from a wide array of courses offered at the station during the summer. Biology majors take these courses under their free electives. Some courses are designed for non-science majors as well. The student must apply for credit to both the college and the consortium in order to participate in these courses. Additional fees to the Consortium are required to cover food and lodging. A catalog describing the courses is available from the Biology Department office.

### ***Requirements for Graduation:***

To be eligible for graduation, students majoring in Biology must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Biology must earn a 2.0 GPA in all Biology major requirements and upper division electives. Students transferring into Biology must complete at least four Biology courses at York College in order to graduate as a Biology major. Acceptable courses are determined by the major advisor and the department chair.

### ***The required courses for the Biological Sciences major are:***

CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics I
PHY112	General Physics II
CHM234	Organic Chemistry I

CHM236	Organic Chemistry II** <b>OR</b>
BIO350	Biochemistry
BEH260	Statistics
BIO150	Biology I
BIO152	Biology II
BIO200	Intro. to Scientific Research
BIO240	Genetics
BIO300	Ecology
BIO400	Senior Thesis

*Upper Division Biology Electives: 16 credits*

Students must choose one course from the cellular/subcellular category and one course from the organismal/ population category of the upper division biology electives. The remaining 8 required credits must also be chosen from these categories.

*Cellular/Subcellular*

BIO230	Microbiology
BIO354	Immunology
BIO350	Biochemistry
BIO358	Cell and Molecular Biology
BIO356	Reproduction and Developmental Biology

*Organismal/Population*

BIO232	Plant Taxonomy
BIO306	Animal Behavior
BIO308	Animal Physiology
BIO302	Zoology
BIO304	Botany
BIO310	Plant Morphology
BIO412	Adv. Seasonal Flora

Electives 21 credits (Science electives are recommended)

**Biology (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Applied Calculus	3
Human Communication	3
Information Literacy	2
Physical Education	2
Biology I & II	8
General Chemistry I & II	8
	<hr/> 32

\*\*Many graduate programs in biological science and most medical-related post-baccalaureate programs require both Organic Chemistry and Biochemistry. Check the requirements of those institutions and programs.

<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Scientific Research	3
Genetics	4
Statistics	3
Organic Chemistry I & II (or Organic Chemistry I and Biochemistry during junior year)	8
Area I Distribution Requirements	6
Area II Distribution Requirements	6
Free elective	<u>3</u>
	33
<i>Junior Year</i>	<i>Credits</i>
Ecology	4
General Physics I & II	8
Upper Division Biology Elective	4
Area IV Distribution Requirements	6
Area V Distribution Requirements	<u>6</u>
	28
<i>Senior Year</i>	<i>Credits</i>
Senior Thesis	1
Upper Division Biology Electives	12
Free electives	<u>18</u>
	31

### **Bachelor of Science Degree in Secondary Education—Biology**

The Biology Education major prepares students to be teachers of Biology for employment in middle and high schools. Our program is authorized by the Department of Education of the Commonwealth of Pennsylvania. A student who completes this program and is evaluated by the faculty as a competent beginning teacher will be recommended by the College for a teaching certificate which is granted by the Commonwealth of Pennsylvania.

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Secondary Education—Biology must complete a minimum of 137 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Secondary Education—Biology must maintain a 2.0 average in all Biology courses, and maintain a 2.8 average in all professional courses and the professional semester.



***The required courses for the Secondary Education–Biology major are:*****General:**

CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics I
ESS152	Earth/Space Science
CHM234	Organic Chemistry I
CHM236	Organic Chemistry II <b>OR</b>
BIO350	Biochemistry
BEH260	Statistics
BIO150	Biology I
BIO152	Biology II
BIO200	Intro to Scientific Research
BIO230	Microbiology <sup>1</sup>
BIO240	Genetics <sup>1</sup>
BIO300	Ecology
BIO400	Senior Thesis
BIO__	Biology Elective

**Professional Preparation Courses<sup>2</sup>**

PSY100	General Psychology
SOC100	Introduction to Sociology <sup>1</sup>
PSY360	Psychology of Learning <sup>1</sup>
ED221	Intro. to American Education
SE320	Computers in the Classroom
ED402	School Law <sup>3</sup>
SE350	Secondary School Experience
SE351	Teaching Strategies
SE354	Teaching General Science
SE356	Reading Content Area <b>OR</b> Reading Skills Test <b>OR</b>
SE360	Reading and Writing Across Curriculum

**Professional Semester<sup>2,4</sup>**

ED401	Instructional Media
ED404	Student Teaching <b>OR</b>
SE406	Directed Professional Education Experience
SE412	Practicum in Student Teaching
SE414	Teaching Exceptional/Multicultural Students

**Notations:**<sup>1</sup>Satisfies Area Distribution Requirements<sup>2</sup>Grade earned must be a 2.0 or better. This includes all courses in field of major study<sup>3</sup>ED402 must be scheduled the academic term immediately prior to the Professional Semester<sup>4</sup>Students are required to have earned a cumulative GPA of 2.8 before admittance to the Professional Semester

**Secondary Education–Biology (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Applied Calculus	3
Human Communication	3
Information Literacy	2
Introduction to Sociology	3
Biology I and II	8
General Chemistry I and II	8
Area V Distribution Requirement	<u>3</u>
	36
<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Scientific Research	3
Genetics	4
Physical Education	1
Organic Chemistry I and Organic Chemistry II or Biochemistry	8
Introduction to American Education	3
General Psychology	3
Area I Distribution Requirements	6
Area IV Distribution Requirements	<u>6</u>
	34
<i>Junior Year</i>	<i>Credits</i>
Ecology	4
Microbiology	4
General Physics I	4
Earth and Space Science	3
Psychology of Learning	3
Statistics	3
Secondary School Experience	3
Teaching Strategies	3
Computers in the Classroom	1
Free Elective	3
Teaching General Science	3
Physical Education	<u>1</u>
	35
<i>Senior Year</i>	<i>Credits</i>
Senior Thesis	1
Biology Elective	4
Reading and Writing Across Curriculum	3
School Law	2
Free Electives	6
Area IV Distribution Requirement	3
Area V Distribution Requirement	3

*The Professional Semester:*

Practicum in Student Teaching	1
Instructional Media	2
Teaching Exceptional and Multicultural Students	2
Student Teaching	<u>8</u>
	35

**Bachelor of Science Degree in Health Information Management**

The Health Information Management Program combines the disciplines of medicine, management, information technology, and the law to prepare the student for a professional career in a variety of work settings with varying responsibilities. This non-patient contact health profession prepares the student for positions in hospitals, home health agencies, nursing homes, federal and state health agencies, consulting, software and insurance companies and in research.

Students pursuing a Bachelor of Science Degree in Health Information Management will take courses at the college as well as supervised professional practices interspersed throughout the last two years of study at various health care facilities. Students will be allowed to choose the sites within the guidelines of the Program and will be responsible for travel and expenses incurred during the professional practice experiences.

Admission to York College does not guarantee admission to the Health Information Management Program. Entrance into the professional portion will be granted to those students who have earned a cumulative grade point average of 2.5 or better, a minimum 2.0 in each of the supporting courses and have demonstrated qualities essential to this profession. Application is made to the Health Information Management Program Director after completion of 60 college credits or four semesters of college work. The application is reviewed according to the above stated criteria and the student is notified prior to the beginning of the junior year.

Transfer students and applicants with degrees in other fields are encouraged to apply. Students who have completed an Associate degree in Health Information Technology will be evaluated on an individual basis and every effort will be made to assist in their progression to the Bachelor of Science degree within two years of entering York College.

The Health Information Management Program is accredited by the Commission of the Accreditation of Allied Health Educational Programs in collaboration with the American Health Information Management Association. Graduates are eligible to write the Registration Examination of the American Health Information Management Association to become a Registered Record Administrator.

**Requirements for Graduation:**

To be eligible for graduation, students majoring in Health Information Management must complete a minimum of 133 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Health Information Management must maintain a 2.5 average in all major requirements.

***The required courses for the Health Information Management major are:***

HIM100	Orientation to Health Information Management
IFS105	Personal Productivity Computing
IFS160	Visual Basic Programming
BIO220	Human Anatomy & Physiology*
BIO222	Human Anatomy & Physiology*
HIM215	Medical Terminology
BEH260	Statistics
IFS305	Management Information Systems
MGT320	Human Resource Management
MGT325	Organizational Behavior
SOC335	Research Methodology
HIM305	Health Information Management
HIM306	Pathophysiology
HIM310	Professional Practice I
HIM311	Health Classifications/Reimbursement Systems
HIM312	Health Care Delivery Systems
HIM313	Health Information Science
HIM320	Pharmacology
HIM325	Legal Concepts of Health Care
HIM409	Directed Practice II
HIM410	Directed Practice III
HIM411	Management Affiliation
HIM418	Health Information Management Seminar
HIM419	Alternative Health Information Systems
HIM421	CPT Coding
HIM425	Healthcare Financial Management
HIM426	Organizational Improvement
HIM427	Health Information Systems
HIM498/499	Independent Study (Optional)
IFS440	Business Systems Analysis/Design
IFS460	Data Base Management Systems

**Health Information Management (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Information Literacy	2
Critical Thinking/Problem Solving Math	3
Orientation to HIM	1
Human Communication	3

\*Courses marked \* fill general education requirements.

Personal Productivity Computing	3
Physical Education	2
Area Distribution Requirements	<u>15</u>
	32
<i>Sophomore Year</i>	<i>Credits</i>
Writing about Literature	3
Anatomy and Physiology	8
Visual BASIC Programming	3
Medical Terminology	3
Statistics	3
Area Distribution Requirements	9
Free Elective	<u>3</u>
	32
<i>Junior Year</i>	<i>Credits</i>
Management Information Systems	3
Health Information Science	3
Research Methodology	3
Health Information Management	4
Pathophysiology	4
Professional Practice I*	1
Data Base Management Systems	3
Human Resource Management	3
Organizational Behavior	3
Health Classification/Reimbursement Systems	3
Health Care Delivery Systems	3
Free Elective	<u>3</u>
	36
<i>Mini-mester</i>	<i>Credits</i>
Professional Practice II*	2
<i>Senior Year</i>	<i>Credits</i>
Business Systems Analysis & Design	3
Organizational Improvement	3
Healthcare Financial Management	3
Legal Concepts of Healthcare	3
Management Affiliation*	4
Health Information Systems	3
Concepts in Pharmacology	1
HIM Seminar	2
Professional Practice III*	1
Alternative Health Information Systems	1
CPT Coding	1
2 Free Electives	<u>6</u>
	31

\*Professional Practice consists of approximately 440 hours.

### **Bachelor of Science Degree in Nuclear Medicine Technology**

The Nuclear Medicine Technology Major will prepare the student for a professional career as a nuclear medicine technologist. Nuclear Medicine is a specialty area of medical practice that uses radioactive substances and special sensitive instrumentation to help diagnose and treat certain diseases. This specialty is directed by a nuclear physician who has received added training beyond medical school in the proper use and handling of radioactive substances. The Nuclear Medicine Technologist is an individual who has received special training to perform the many patient procedures which will assist the nuclear physician in diagnosis and treatment. The individual is trained in the special instrumentation used to perform body function studies, imaging procedures, and special laboratory tests done on various body fluids (such as blood samples). Upon successful completion of the program and the registry examination of Nuclear Medicine Technology, the individual is certified as a Nuclear Medicine Technologist.

Students pursuing the Bachelor of Science Degree in Nuclear Medicine Technology will spend three years at York College followed by a clinical year at one of the affiliated hospitals\* of the Lancaster Institute for Health Education, School of Nuclear Medicine Technology. Admission to York College does not guarantee admission to the hospital clinical year. Students will follow the prescribed courses of study for the first three years at the College. The student must earn a minimum of "C" in each of the required supporting courses and Nuclear Medicine Technology major courses with an average of 2.5 in science and mathematics as well as a cumulative grade point average of 2.5 in order for the College to recommend the student for the clinical year. At the beginning of the Spring semester of the junior year the student will make application for the clinical year through the Coordinator of Nuclear Medicine at the College. The Nuclear Medicine Coordinator will present applications and transcripts of all students' records who are applying for the clinical year to the Advisory Committee of the Lancaster Institute for Health Education. The Advisory Committee will decide which students can be accepted into the clinical year and will also designate the hospital assignment. The students will be notified when the selection process is completed. The students will then be required to complete application to the specific hospital with all necessary forms and payment of preliminary fees.

The clinical year begins in July and is twelve months in duration. Four days per week are devoted to clinical practice and one day per week is spent in classroom instruction. This may involve commuting one day a week to one of the affiliated hospitals.

Upon successful completion of the Nuclear Medicine Technology Program a Bachelor of Science degree in Nuclear Medicine from York College and a Certificate in Nuclear Medicine Technology from the Lancaster Institute for Health Education School of Nuclear Medicine will be awarded. This qualifies the individual to take one of the national registry examinations\*\* in order to become a Certified Nuclear Medicine Technologist.

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\*This program is accredited by the Joint Review Committee on Education in Nuclear Medicine Technology. The affiliated hospitals are Lancaster General Hospital, York Hospital, Memorial Hospital, Washington County Hospital, Penn State-Hershey Medical Center.

\*\* Nuclear Medicine Technology Certification Board (NMTCB), and American Registry of Radiologic Technologists (ARRT).

In addition, an individual with special training from another field or another degree such as Medical Technology, Nursing, Biology, etc., may apply for the Clinical year as a student with advanced status. This individual would receive a certificate after successfully completing the program and would also be eligible to take one of the national registry examinations for Certified Nuclear Medicine Technologists.

### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Nuclear Medicine Technology must complete a minimum of 129 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Nuclear Medicine Technology must earn a grade of 2.0 in all major requirements with an average of 2.5 in science, math, and required major courses.

### **The required courses for the Nuclear Medicine Technology major are:**

BIO150	Biology I
CHM134	General Chemistry I
CHM136	General Chemistry II
CHM234	Organic Chemistry I
BIO220	Human Anatomy & Physiology
BIO222	Human Anatomy & Physiology
BIO230	Microbiology
BIO354	Immunology
BIO350	Biochemistry
PHY112	General Physics II
IFS105	Personal Productivity Computing
BEH260	Statistics
MAT120	Applied Calculus
BIO100	Introduction to Allied Health

It is suggested that students take more than the required credits needed for graduation by taking:

CHM338	Instrumental Analysis
HIM215	Medical Terminology <b>OR</b>
RT105	Medical Terminology for the Health Professions

### **Clinical Year: 30 Credits**

The fourth year of courses (30 credits) consists of a hospital practicum at one of the hospitals of the Lancaster Institute for Health Education School of Nuclear Medicine Technology.

A cumulative grade point average of 2.5 or greater is necessary in order for the college to recommend the student to the Advisory Committee of the Lancaster Institute for Health Education School of Nuclear Medicine Technology for the

clinical year. The College cannot guarantee the student a position at a hospital for the clinical year.

### **Nuclear Medicine Technology (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Biology I	4
General Chemistry I and II	8
Applied Calculus	3
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Free Electives	6
Physical Education	<u>2</u>
	35

<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Information Literacy	2
Organic Chemistry I	4
Physics II	4
Microbiology	4
Area I Distribution Requirements	6
Area IV Distribution Requirements	6
Area V Distribution Requirement	<u>3</u>
	32

<i>Junior Year</i>	<i>Credits</i>
Biochemistry	4
Immunology	4
Human Anatomy and Physiology	8
Statistics	3
Personal Productivity Computing	3
Free Electives	6
Area I Distribution Requirements	6
Area II Distribution Requirement	<u>3</u>
	37

<i>Senior Year</i>	<i>Credits</i>
<i>(Clinical Practicum)</i>	
Nuclear Medicine Theory	14
Nuclear Medicine Practicum	<u>16</u>
	30

### **Bachelor of Science Degree in Respiratory Care**

The Respiratory Care Program prepares the student for a professional career as a respiratory therapist. Respiratory Care is an allied health specialty instrumental in the



diagnosis, treatment, management, and preventive care of patients with cardiopulmonary problems. Respiratory Care offers persons interested in caring for others an opportunity to serve as vital members of the health care team.

Applicants to the Respiratory Care programs must have graduated from high school or have earned a state equivalency diploma and must exhibit evidence of a strong background in a college preparatory program. A minimum "C" average is required in high school biology, chemistry and algebra. Applicants must tour a Respiratory Care department. Applicants may be asked to attend an interview with the Respiratory Care Program Director, Clinical Coordinator, or Medical Director. Size of the classes are limited. Transfer students will be considered for admission to the program on an individual basis.

Respiratory Care students should be prepared for expenses in addition to those identified as tuition, fees, and room and board costs. Most additional expenses relate to costs for uniforms, supplies such as a stethoscope, medical insurance, textbooks, membership in professional organizations and other supplies.

Classroom, laboratory, and clinical facilities at the York Hospital will be utilized for the Respiratory Care courses. Students will also receive clinical education at secondary clinical affiliates. Students will be responsible for their own transportation to and from Respiratory Care classes, laboratories, and clinical experience.

Successful completion of the 2-year Respiratory Therapist Program qualifies the individual to take the Certified Respiratory Therapist (CRT) examination administered by the National Board for Respiratory Care (NBRC). Successful completion of the three- or four-year Respiratory Therapist Program qualifies the individual to take the CRT and Registered Respiratory Therapist (RRT) examinations administered by the NBRC. "Successful completion" is defined as a minimum of a "C" or better in all courses.

The clinical courses in Respiratory Care may not be scheduled according to conventional semester scheduling and may include clinical scheduling during evenings and nights.

All respiratory therapist programs are fully accredited by the Commission on Accreditation of Allied Health Education Programs.

### ***Requirements for Graduation:***

To be eligible for graduation, students majoring in Respiratory Care must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Respiratory Care must maintain a 2.0 average in all major requirements.

### ***The required courses for the Respiratory Care major are:***

#### **General**

BIO150	Biology I
BIO220	Human Anatomy & Physiology

BIO222	Human Anatomy & Physiology
BIO230	Microbiology
CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics I

## Respiratory Care Required Courses

RT100	Basic Science for Resp. Ther.
RT105	Medical Technology
RT110	Oxygen Therapy & CPR
RT115	Bronchopulmonary Hygiene
RT120	Mechanical Ventilation
RT125	Pulmonary Funct. Testing
RT130	Pulmonary Disease
RT135	Pediatric Resp. Therapy
RT210	Eval. Patient Pulmonary Dis.
RT320	Pulmonary Physiology
RT330	Cardiac Physiology
RT410	Independent Study
RT450	Resp. Therapy Seminar

## Clinical Courses

RT150	Clinical Prac. I
RT160	Clinical Prac. II
RT225	Clinical Prac. IV
RT260	Clinical Prac. V
RT270	Clinical Prac. VI
RT350	Clinical Prac. VIII
RT415	Clinical Prac. IX
RT420	Clinical Prac. X

**Respiratory Care (suggested course sequence)**

<i>Freshman Year (Fall)</i>	<i>Credits</i>
English Composition (E101)	3
Critical Thinking/Problem Solving in Math	3
General Chemistry I	4
Free Elective	<u>3</u>
	13

<i>Freshman Year (Spring)</i>	<i>Credits</i>
Writing About Literature (E200)	3
Human Communication	3
Information Literacy	2
General Chemistry II	4
Medical Terminology	<u>1</u>
	13

<i>Summer</i>	<i>Credits</i>
Basic Science for Respiratory Care (10 weeks)	3
Biology I	<u>4</u>
	7

<i>Sophomore Year (Fall)*</i>	<i>Credits</i>
Anatomy and Physiology I	4
Pulmonary Diseases	3
Bronchopulmonary Hygiene	3
Oxygen Therapy and CPR	3
Clinical Practice I	<u>1</u>
	14

<i>Sophomore Year (Spring)</i>	<i>Credits</i>
Anatomy and Physiology II	4
Pulmonary Function Testing	2
Mechanical Ventilation	4
Pediatric Respiratory Care	2
Clinical Practice II	<u>2</u>
	14

<i>(Summer)</i>	<i>Credits</i>
Patient Evaluation (10 weeks)	2
Clinical Practice 4 (10 weeks)	1
Free Elective	<u>3</u>
	6

<i>Junior Year (Fall)</i>	<i>Credits</i>
General Physics I	4
Physical Education	1
Pulmonary Physiology	3
Clinical Practice 5	1
Area II Distribution Requirement	3
Area V Distribution Requirement	<u>3</u>
	15

<i>Junior Year (Spring)</i>	<i>Credits</i>
Microbiology	4
Cardiac Physiology	2
Clinical Practice 6	1
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Physical Education	<u>1</u>
	14

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\*For progression to the sophomore year of the Respiratory Care Program, students must have an earned grade point average of 2.50 or better and a minimum of 2.0 in each freshman course.

<i>(Summer)</i>	<i>Credits</i>
Clinical Practice 8 (5 weeks)	<u>1</u>
	1
<i>Senior Year (Fall)</i>	<i>Credits</i>
Respiratory Therapy Seminar	2
Clinical Practice 9	1
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Free Electives	<u>4</u>
	13
<i>Senior Year (Spring)</i>	<i>Credits</i>
International Studies	3
Free Electives	6
Humanities	3
Independent Study for Respiratory Care	1
Clinical Practice 10	<u>1</u>
	14

## ASSOCIATE DEGREE PROGRAMS

### Associate Degree in Biological Sciences

#### Requirements for Graduation:

To be eligible for graduation students must complete a minimum of 66 credits. In addition, students must earn a 2.0 grade in all Biology required courses, earn a cumulative GPA of 2.0, satisfy the college's residence requirement and complete the General Education Requirements of the College for Associate Degree programs (see page 91).

#### The required courses for Biological Sciences Associate degree are:

- CHM134 General Chemistry I
- CHM136 General Chemistry II
- BIO150 Biology I
- BIO152 Biology II
- BIO240 Genetics
- (2) Biology electives at the 200 level or above
- CHM234 Organic Chemistry I

#### Biology Associate Degree (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Critical Thinking/Problem Solving in Math	3
Biology I & II	8
General Chemistry I and II	8

Human Communication	3
Area I Distribution Requirement	<u>3</u>
	31
<i>Sophomore Year</i>	<i>Credits</i>
Information Literacy	2
Genetics	4
Organic Chemistry	4
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Biology Electives	8
Physical Education	2
Free Electives	<u>6</u>
	35

### **Respiratory Therapist Associate Degree in Cooperation with York Hospital**

The Respiratory Therapist program is three years in length. Graduates receive an AS degree and a certificate of completion.

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Respiratory Therapy must complete a minimum of 99 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Respiratory Therapy must maintain a 2.0 average in all major requirements.

#### **The required courses for the Respiratory Therapist Associate degree are:**

General:

BIO150	Biology I
BIO220	Human Anatomy & Physiology
BIO222	Human Anatomy & Physiology
BIO230	Microbiology
CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics I

Respiratory Care Required Courses

RT100	Basic Science for Resp. Ther.
RT105	Medical Terminology
RT110	Oxygen Therapy & CPR

RT115	Bronchopulmonary Hygiene
RT120	Mechanical Ventilation
RT125	Pulmonary Funct. Testing
RT130	Pulmonary Disease
RT135	Pediatric Resp. Therapy
RT210	Eval. Patient Pulmonary Disease
RT320	Pulmonary Physiology
RT330	Cardiac Physiology

## Clinical Courses

RT150	Clinical Prac. I
RT160	Clinical Prac. II
RT255	Clinical Prac. IV
RT260	Clinical Prac. V
RT270	Clinical Prac. VI
RT280	Clinical Prac. VII

**Respiratory Therapist (3-year) Associate Degree (suggested course sequence)**

<i>Freshman Year (Fall)</i>	<i>Credits</i>
English Composition	3
Critical Thinking/Prob. Solv. Math	3
General Chemistry I	4
Free Elective	<u>3</u>
	13

<i>Freshman Year (Spring)</i>	<i>Credits</i>
Writing About Literature	3
Human Communication	3
Information Literacy	2
General Chemistry II	4
Medical Terminology	<u>1</u>
	13

<i>Summer</i>	<i>Credits</i>
Basic Science for Respiratory Care (10 weeks)	3
Biology I	<u>4</u>
	7

<i>Sophomore Year (Fall)</i>	<i>Credits</i>
Anatomy and Physiology I	4
Pulmonary Disease	3
Bronchopulmonary Hygiene	3
Oxygen Therapy and CPR	3
Clinical Practice I	<u>1</u>
	14

<i>Sophomore Year (Spring)</i>	<i>Credits</i>
Anatomy and Physiology II	4
Pulmonary Function Testing	2
Mechanical Ventilation	4
Pediatric Respiratory Care	2
Clinical Practice 2	<u>2</u>
	14

<i>Summer</i>	<i>Credits</i>
Patient Evaluation (10 weeks)	2
Clinical Practice 4 (10 weeks)	1
Free Elective	<u>3</u>
	6

<i>Junior Year (Fall)</i>	<i>Credits</i>
General Physics I	4
Physical Education	1
Pulmonary Physiology	3
Clinical Practice 5	1
Area I Distribution Requirement	3
Area V Distribution Requirement	<u>3</u>
	15

<i>Junior Year (Spring)</i>	<i>Credits</i>
Microbiology	4
Cardiac Physiology	2
Clinical Practice	6
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Physical Education	<u>1</u>
	19

<i>Summer</i>	
Clinical Practice 7 (10 weeks)	<u>3</u>
	3

### **Respiratory Therapist Associate Degree in cooperation with York Hospital (Prior Technician Program)**

This Respiratory Therapist program is 2 years in length. Graduates of the program receive an Associate degree and a certificate of completion. A Respiratory Therapy Technician delivers services such as administration of medications and humidity, providing cardio-pulmonary resuscitation, training patients in self-care skills, administration of oxygen, testing of lung functions, and helping patients breathe with the use of ventilators.

Students completing this program will be awarded a Certificate in Respiratory Therapy and are qualified to take the Certified Respiratory Therapy Technician (CRTT) examination administered by the National Board for Respiratory Care (NBRC).

**Requirements for Certification:**

To be eligible for certification students must complete a minimum of 74 credits. In addition, students must maintain a 2.0 average in all major requirements, earn a cumulative GPA of 2.0, satisfy the college's residency requirements and complete the General Education Requirements of the College.

**The required courses for the 2-year Respiratory Therapist Associate Degree are:****General**

MAT111	Critical Thinking/Problem Solving in Math
BIO150	Biology I
BIO220	Human Anatomy & Physiology
BIO222	Human Anatomy & Physiology

**Respiratory Care Required Courses**

RT100	Basic Science for Resp. Ther.
RT105	Medical Terminology
RT110	Oxygen Therapy & CPR
RT115	Bronchopulmonary Hygiene
RT120	Mechanical Ventilation
RT125	Pulmonary Funct. Testing
RT130	Pulmonary Disease
RT135	Pediatric Resp Therapy

**Clinical Courses**

RT150	Clinical Prac. I
RT160	Clinical Prac. II
RT250	Clinical Prac. III

**Respiratory Therapist (2 year) Associate Degree (suggested course sequence)**

<i>Freshman Year (Fall)</i>	<i>Credits</i>
English Composition	3
Critical Thinking/Problem Solving in Math	3
Area V Distribution Requirement	3
Physical Education	1
Biology I	<u>4</u>
	14

<i>Freshman Year (Spring)</i>	<i>Credits</i>
Writing About Literature	3
Human Communication	3
Information Literacy	2
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Medical Terminology	<u>1</u>
	15



<i>Summer</i>	<i>Credits</i>
Basic Science for Respiratory Care (10 weeks)	3
Area I Distribution Requirement	3
Physical Education	1
Free Elective	<u>3</u>
	10

<i>Sophomore Year (Fall)</i>	<i>Credits</i>
Anatomy and Physiology I	4
Pulmonary Disease	3
Bronchopulmonary Hygiene	3
Oxygen Therapy and CPR	3
Clinical Practice I	<u>1</u>
	14

<i>Sophomore Year (Spring)</i>	<i>Credits</i>
Anatomy and Physiology II	4
Pulmonary Function Testing	2
Mechanical Ventilation	4
Pediatric Respiratory Care	2
Clinical Practice 2	<u>2</u>
	14

<i>Summer</i>	<i>Credits</i>
Clinical Practice 3 (13 weeks)	4
Free Elective	<u>3</u>
	7

## DEPARTMENTAL MINORS

### Minor in Biology

*Requirements for the minor (20 credits):*

BIO150	Biology I
BIO152	Biology II
BIO240	Genetics
BIO300	Ecology
BIO___	Biology Elective



## **BUSINESS ADMINISTRATION DEPARTMENT**

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**T**he mission of York College's Department of Business Administration is to establish and deliver distinctive, high quality academic programs, facilitate linkages between academic and business communities, and to encourage ongoing scholarship. The Department's main purpose is to facilitate student learning and prepare students/graduates at the Associate, Baccalaureate and Graduate levels to best meet their goals and the needs of the business community.

To accomplish this mission, the Department offers a diverse array of majors which are linked together by the Common Professional Component (CPC). The CPC describes the competencies and experiences which are necessary for successful performance in the complex, global and flexible workplace of the 21st century. All business students take courses in Accounting, Economics, Finance, Information Systems, Management and Marketing. The CPC also includes a capstone course designed to integrate all areas of a student's learning into a policy making and analysis framework. The Common Professional Component provides a solid base for specialized courses in each major, and provides opportunities for students to interact with members of the business community.

York College of Pennsylvania, through its Department of Business Administration, is nationally accredited by the Association of Collegiate Business Schools and Programs to offer the following business degrees:

- The Master of Business Administration Degree (MBA)
- The Bachelor of Science Degree (BS) with majors in Accounting, Business Administration, Economics and Finance, Information Systems, International Business, Management, and Marketing
- The Associate of Science Degree (AS) with majors in Business Administration, Computer Programming and Retailing

### **MASTER OF BUSINESS ADMINISTRATION DEGREE**

The York College MBA is designed to meet the needs of both practicing and potential managers. Course work in the MBA program integrates theory with practice and offers participants the opportunity to develop their personal managerial skills along with their knowledge base. Course methods are purposefully varied between lecture, case analysis, presentations, outside research and group work. This multiple method approach stresses organizational diagnosis, analysis, and decision making processes. The York College MBA stresses both manufacturing and service enterprises and, as such, is appealing to students with a wide variety of undergraduate and career experiences.

The MBA curriculum is based on a nine-course core covering the basics of business administration and allows students to choose a concentration in one of the following areas: Accounting/Finance, General Business, Health Care Management, Human Resource Management, Information Systems, Management, and Marketing. To earn an MBA, students must successfully complete the nine core courses and three courses in

the concentration area for a total of 36 graduate credit hours. Students who do not have a thorough background in a business-related field will be required to complete additional courses as foundation courses to the MBA courses.

Admission requirements and detailed program information are available in the MBA Catalog. Catalogs can be obtained from the Admissions Office or the Department of Business Administration.

### **Baccalaureate/MBA Dual Degree Program**

The Dual Degree Program is designed to provide exceptional undergraduate students with the opportunity to begin their graduate studies while in the senior year of undergraduate coursework. Dual Degree students are permitted to take up to nine credits of graduate coursework and apply those credits to the baccalaureate degree, generally as free electives. Ideally, the Dual Degree Program allows a student to complete both the undergraduate and MBA degrees in a five year period.

The Dual Degree Program is not restricted to students with an undergraduate degree in business. The MBA is an excellent companion degree for many of the baccalaureate programs offered at York College and current Dual Degree students come from diverse fields such as art, history, psychology and political science. However, non-business majors may not be able to meet the five-year time frame without using summer sessions to complete the necessary business foundation courses.

Detailed information about the Dual Degree Program can be found in the MBA Catalog which is available through the Admissions Office and the Department of Business Administration.

### **BACCALAUREATE DEGREE PROGRAMS:**

Baccalaureate degree programs are available in Accounting, Business Administration, Economics and Finance, Informatics, Information Systems, International Business, Management and Marketing. Minors may also be earned in many of these programs. Associate degree programs are offered in Business Administration, Computer Programming, and Retailing.

Normally, a student will take a minimum of 24 semester credits in the major component subject area for a baccalaureate degree (15-18 credits are required for a minor) and 15 credits for an associate degree. Each major program also requires the completion of general business component courses. In some cases these departmental requirements also serve to fulfill the general education requirements of the college. Each student should consult with the assigned faculty advisor every semester and review the program requirements and progress toward graduation. To earn a degree, students must meet the following criteria:

- Satisfactorily complete all general education requirements of the College
- Earn a cumulative 2.0 average in all general business core courses
- Earn a cumulative 2.0 average in the major component courses
- Earn a cumulative 2.0 average in all courses taken at York College
- Satisfy the College's residency requirements

- Satisfactorily complete communication-focused courses in business at the sophomore, junior and senior levels
- Take a comprehensive examination in business as part of the Business Policy (BUS495) course in the senior year

Enrollment in 300-400 level business courses is restricted to students of *at least junior status* unless specifically exempted by the requirements in a particular program or the instructor of the course. In general, all required 100-200 level courses in English and Communications, Mathematics, Statistics, Economics, Accounting and Information Systems must be completed before enrolling in 300-400 level business courses unless specifically exempted by the faculty advisor.

Credits transferred from a two-year institution will normally not be accepted as satisfying 300-400 level business course requirements unless verification of competency is achieved. This verification, as determined by the Chair, advisor or Program Coordinator, may require satisfactory completion (a "2") or better in a higher level course in the same or similar area or credit by examination. For transfer students at least four 300-400 major subject area component courses, as determined by the advisor or program coordinator, must be completed at York College.

The Department of Business Administration believes in the integration of writing and communication skills throughout the business student's curriculum. Each baccalaureate degree business major is required to take writing/communications focused courses during the sophomore (200 level), junior (300 level) and senior (400 level) years as partial fulfillment of graduation requirements. The sophomore level courses will include two case studies, an organizational analysis report (library research) and oral presentation. The junior level courses will require writing assignments geared to descriptive or technical writing. Descriptions of a business process or a business transaction are examples of this type of writing. In addition, case studies and oral presentations should be included. The senior level courses require writing assignments of the type that a student with a particular major is likely to do after graduation as well as a major research project and presentation.

### **Bachelor of Science Degree with a Major in Accounting**

The Accounting Major provides the academic background for students considering accounting as a career field. The knowledge, skills, and techniques learned are used by our graduates working for CPA firms, private industry, and not-for-profit organizations. As a result of the evolving nature of the accounting profession, the accounting program undergoes a constant review so that a balance of general business and advanced training in accounting is received by the student.

Students with the goal of attaining the CPA should be aware that in some states new regulations have been passed which require successful completion of 150 credit hours prior to receiving permission to take the CPA exam. While Pennsylvania is not yet using that requirement, York College has two options for students who will be living in states that do: 1) obtain a double major at the undergraduate level; or 2) obtain a BS/MBA through the Dual Degree Program. Students should research their home

state's requirements and discuss them with their advisor, so that the curriculum is planned accordingly.

### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Accounting must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete the General Education Requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Accounting must maintain a 2.0 average in the General Business Component Courses and a 2.0 average in the Accounting Component Courses.

### **The required courses for the Accounting Major are:**

#### **General Business Component Courses**

MAT120	Applied Calculus*
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
IFS105	Personal Productivity Computing
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics
FIN300	Managerial Finance I
IFS305	Management Information Systems
BUS330	Human Systems in Organizations
BUS345	Business Law I
BUS495	Business Policy**
QBA310	Management Science <b>OR</b>
QBA320	Statistical Analysis
	International Business Elective

#### **Accounting Component Courses**

ACC305	Taxation I
ACC320	Intermediate Accounting I
ACC325	Intermediate Accounting II
ACC330	Intermediate Accounting III
BUS346	Business Law II
ACC410	Auditing**
ACC420	Advanced Accounting I

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\*Course fulfills a General Education Requirement

\*\*Course is designated as a writing/communications intensive course

Two of the following:

ACC375	Advanced Managerial Accounting
ACC380	Advanced Micro Accounting
ACC395	Taxation II
ACC415	International Accounting
ACC425	Advanced Accounting II

Required Electives—12 credits (These elective credits must be taken outside of the Department of Business Administration)

### Accounting (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Applied Calculus	3
Information Literacy	2
Financial Accounting	3
Managerial Accounting	3
Personal Productivity Computing	3
Area I Distribution Requirements	6
Area III Distribution Requirement	3-4
Required Elective	<u>3</u>
	32-33
<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Physical Education	2
Intermediate Accounting I and II	6
Business Statistics	3
Management Science <b>OR</b> Statistical Analysis	3
Principles of Economics	6
Principles of Management	3
Principles of Marketing	3
Business Law I	<u>3</u>
	32
<i>Junior Year</i>	<i>Credits</i>
Taxation I	3
Human Systems in Organizations	3
Business Law II	3
Managerial Finance I	3
Intermediate Accounting III	3
Management Info. Systems	3
Accounting Elective	3
International Business Elective	3
Area IV Distribution Requirement	3
Area III Distribution Requirement	<u>3-4</u>
	30-31

<i>Senior Year</i>	<i>Credits</i>
Advanced Accounting	3
Auditing	3
Business Policy	3
Accounting Elective	3
Area IV Distribution Requirement	3
Area V Distribution Requirements	6
Required Electives	<u>9</u>
	30

### **Bachelor of Science with a Major in Economics and Finance**

The Economics and Finance major stresses analytical thinking, quantitative methods, and deductive reasoning. Problem solving is stressed through the use of model building and the evaluation of trade-offs. The Economics and Finance major prepares students for careers in financial planning and budgeting, banking, investment, risk management, or international finance and trade.

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Economics and Finance must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Economics and Finance must maintain a 2.0 average in the General Business Component Courses and a 2.0 average in the Economics and Finance Component Courses.

#### **The required courses for the Economics and Finance Major are:**

##### **General Business Component Courses**

IFS105	Personal Productivity Computing
MAT120	Applied Calculus*
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics
QBA320	Statistical Analysis
FIN300	Managerial Finance
IFS305	Management Info. Systems

\*Courses fill general education requirements

\*\*Courses designated as writing intensive

BUS330	Human Systems in Organizations
MGT350	Operations Management
BUS495	Business Policy

**Economics and Finance Component Courses**

ECO310	Intermediate Macroeconomics
FIN320	Investments
ECO350	Intermediate Microeconomics
ECO400	International Economics
FIN410	Managerial Finance II
ECO450	Economics/Finance Seminar**

Four elective courses chosen from following:

G344	Economic Geography
ECO325	Mathematics Economics
MGT330	Labor Relations
FIN340	Financial Institutions and Markets
ECO340	Economic Development
PS352	Introduction to Public Finance
ECO375	History of Economic Thought
FIN400	International Finance
FIN420	Derivative Securities
H441	American Economic History
ECO490/491	Economics/Finance Internship
BUS498/499	Independent Study

Required Electives—12–18 credits (These elective credits must be taken outside of the Department of Business Administration.)

**Economics and Finance (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Applied Calculus	3
Area III Distribution Requirement	3–4
Area IV Distribution Requirements	6
Area I Distribution Requirements	6
Information Literacy	2
Human Communication	3
Personal Productivity Computing	3
	32–33
<i>Sophomore Year</i>	<i>Credits</i>
Principles of Management	3
Financial Accounting	3

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\*\*Courses designated as writing/communications intensive



Managerial Accounting	3
Principles of Economics	6
Principles of Marketing	3
Statistics	3
Physical Education	1
Area V Distribution Requirement	3
Human Systems in Organizations	3
Required Elective	<u>3</u>
	31

<i>Junior Year</i>	<i>Credits</i>
Area III Distribution Requirement	3
Area V Distribution Requirement	3
Management Information Systems	3
Statistical Analysis	3
Investments	3
Managerial Finance I	3
Intermediate Microeconomics	3
Intermediate Macroeconomics	3
Economics and Finance Elective	3
Operations Management	3
Physical Education	<u>1</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Business Policy	3
Managerial Finance II	3
International Economics	3
Economics and Finance Electives	9
Economics and Finance Seminar	3
Required Electives	<u>9</u>
	30

### **Bachelor of Science Degree with a Major in Business Administration with a Selected Business Minor**

The Bachelor of Science Degree with a major in Business Administration allows a student to gain a broad-based background in business and also study one field of interest in depth. This major is especially beneficial to the students who plan to own or operate a small business, or are undecided as to the field of business in which they wish to specialize.

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Business Administration must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College (see page

91). Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in developmental courses (E100, ED104) may not be applied to degree requirements.

In addition, students majoring in Business Administration must maintain a 2.0 average in the General Business Component Courses.

***The required courses for the Business Administration Major with a Selected Business Minor are:***

General Business Component Courses

IFS105	Personal Productivity Computing
MAT120	Applied Calculus*
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics
FIN300	Managerial Finance I
IFS305	Management Information Systems
QBA310	Management Science <b><u>OR</u></b>
QBA320	Statistical Analysis
BUS345	Business Law I
MGT350	Operations Management**
MGT380	Leadership and Change
BUS495	Business Policy**
International Business Elective	

Additional Business Electives

*Courses required to complete one of the following selected minors:*

Accounting  
 Advertising  
 Banking and Finance  
 Economics  
 Entrepreneurial Studies  
 Human Resource Management  
 Information Systems  
 International Business  
 Management  
 Marketing  
 Operations Management

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\*Courses fill the general education requirements

\*\*Courses designate writing/communication intensive courses

Retailing

Quantitative Management

In addition to the selected minor, students must take sufficient business course electives to fulfill 18 credits in combination with the above minor. Students must take a minimum of three 300-level business courses and one 400-level business course within these 18 credits.

Required Electives—16–18 credits (Twelve of these elective credits must be taken outside of the Department of Business Administration. The remaining electives may be used to complete a minor.)

### **Business Administration (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Applied Calculus	3
Area III Distribution Requirement	3–4
Area IV Distribution Requirements	6
Area I Distribution Requirements	6
Personal Productivity Computing	3
Information Literacy	2
Human Communication	<u>3</u>
	32–33

<i>Sophomore Year</i>	<i>Credits</i>
Principles of Management	3
Financial Accounting	3
Managerial Accounting	3
Principles of Economics	6
Principles of Marketing	3
Statistics	3
Physical Education	1
Minor Elective	3
Required Electives	<u>6</u>
	31

<i>Junior Year</i>	<i>Credits</i>
Managerial Finance I	3
Management Information Systems	3
Business Law I	3
Operations Management	3
Minor Electives	6
International Business Elective	3
Leadership and Change	3
Management Science <u>OR</u> Statistical Analysis	3
Required Electives	6
Physical Education	<u>1</u>
	34

<i>Senior Year</i>	<i>Credits</i>
Business Policy	3
Area III Distribution Requirement	3-4
Area V Distribution Requirements	6
Minor Electives	9
Required Electives	<u>9</u>
	30-31

### **Bachelor of Science Degree with a Major in Informatics**

Whereas the goal of the Information Systems graduate will be to generalize for any kind of organization, the Informatics graduate may design a degree program that is specialized to a particular field of study. Instead of completing the General Business Core Component, the Informatics major substitutes either a minor or second major in the field in which he or she wishes to specialize. The goal of the Informatics major then, is to prepare students to analyze information requirements, design system alternatives, manage information technology, and implement information systems in the context of the chosen field. Examples of fields used as specializations include, but are not limited to: Education, Mathematics, Criminal Justice, Health Care/Nursing, and Communication. The student should be aware that because they are creating a hybrid program it is their responsibility to research the applicability of the resulting degree. See also the description of the Information Systems degree for more information on the Information Systems component.

Students pursuing the Informatics major are required to complete an 18 credit hour minor as part of the curriculum but are encouraged to select a second major. Students may not choose a minor within the Business curriculum.

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Informatics must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College, (see page 91). Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Informatics must maintain a 2.0 average in the Informatics Component Courses.

#### **The required courses for the Informatics Major are:**

Informatics Component Courses

IFS105	Personal Productivity Computing
MAT120	Applied Calculus

One of the selected introductory programming courses:

IFS150	Introduction to Programming
IFS160	Visual BASIC Programming

One of the selected advanced programming course sequences:

IFS207/208	COBOL/Advanced COBOL
IFS215/220	C Programming/C++ Object Oriented Programming
Statistics	BEH260, QBA260, MAT260
IFS305	Management Information Systems*
IFS325	Introduction to Networks
IFS350	Hardware/Software Architecture
IFS440	Systems Analysis and Design*
IFS445	Human Interface Design
IFS460	Data Base Management Systems*
IFS__	Information Systems Elective

#### Minor/Second Major Component Courses

Students may select either an 18 credit hour minor or second major in consultation with their academic advisor. All courses outlined in the College Catalog for the selected minor must be taken. Students cannot choose a minor within the Business Curriculum.

Required Electives—22–24 credits (Twelve of these elective credits must be taken outside of the Department of Business Administration.)

#### Informatics (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Applied Calculus	3
Area V Distribution Requirements	6
Area I Distribution Requirements	6
Personal Productivity Computing	3
Information Literacy	2
Human Communication	3
Introductory Programming Course	<u>3</u>
	32
 <i>Sophomore Year</i>	 <i>Credits</i>
Advanced Programming Sequence	6
Statistics	3
Management Information Systems	3
Area III Distribution Requirement	3–4
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Physical Education	1
Minor Electives	6
Required Elective	<u>3</u>
	31–32

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\*Courses designate writing/communication intensive courses.

<i>Junior Year</i>	<i>Credits</i>
Introduction to Networks	3
Hardware/Software Architecture	3
Information Systems Elective	3
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Minor Electives	6
Required Electives	9
Physical Education	<u>1</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Systems Analysis/Design	3
Human Interface Design	3
Data Base Management Systems	3
Area III Distribution Requirement	3-4
Minor Electives	6
Required Electives	<u>12</u>
	30-31

### **Bachelor of Science Degree with a Major in Information Systems**

Organizations, both public and private, need people who can communicate with users of data and information in order to analyze, design, and develop information systems. The resulting information systems and information resources must also be managed and maintained. Successful systems developers and managers will combine strong communication skills, an understanding of organizations and people, and an understanding of the functions of business, with their computer related skills.

The Bachelor of Science Degree with a major in Information Systems provides a combination of coursework that prepares a student to meet this challenging goal. The General Education coursework helps to build the people skills and problem-solving skills. The General Business Component coursework helps to build the student's understanding of modern organizations and the kinds of problems they must solve using information. The computer-related coursework first builds a foundation with skill related courses in programming, computer architecture, networking and database design. Finally, the student takes integrative coursework in management information systems, human computer interface design and business systems analysis and design. Students are also encouraged to participate in internships to bridge theoretical concepts with practical application.

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Information Systems must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete General Education Requirements may not be taken

on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Information Systems must maintain a 2.0 average in the General Business Component Courses and a 2.0 average in the Information Systems Component Courses.

***The required courses for the Information Systems Major are:***

General Business Component Courses

MAT120	Applied Calculus
IFS105	Personal Productivity Computing
IBS200	Introduction to International Business
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics
FIN300	Managerial Finance I
IFS305	Management Information Systems
BUS330	Human Systems in Organizations
BUS345	Business Law I
MGT350	Operations Management**
BUS495	Business Policy**

Information Systems Component Courses

One of the selected introductory programming courses:

IFS150	Introduction to Programming
IFS160	Visual BASIC Programming

One of the selected advanced programming course sequences:

IFS207/208	COBOL Programming/Advanced COBOL Programming
IFS215/220	C Programming/C++ Object Oriented Programming

IFS325	Introduction to Networks
IFS350	Hardware/Software Architecture
IFS440	Systems Analysis & Design**
IFS445	Human Interface Design
IFS460	Data Base Management Systems**

One Information Systems Elective

Required Electives—12 credits (These elective credits must be taken outside of the Department of Business Administration.)

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\*Courses fill general education requirements

\*\*Courses designate writing/communication intensive courses.

**Information Systems (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Applied Calculus	3
Personal Productivity Computing	3
Area V Distribution Requirements	6
Area I Distribution Requirement	3
Area III Distribution Requirement	3-4
Introductory Programming Course	3
Information Literacy	2
Human Communication	<u>3</u>
	32-33
<i>Sophomore Year</i>	<i>Credits</i>
Principles of Economics	6
Financial Accounting	3
Managerial Accounting	3
Business Statistics	3
Principles of Management	3
Advanced Programming Sequence	6
Principles of Marketing	3
Introduction to International Business	3
Physical Education	<u>1</u>
	31
<i>Junior Year</i>	<i>Credits</i>
Operations Management	3
Business Law I	3
Managerial Finance I	3
Management Information Systems	3
Introduction to Networks	3
Hardware/Software Architecture	3
Area IV Distribution Requirements	6
Area I Distribution Requirement	3
Human Systems in Organizations	3
Physical Education	<u>1</u>
	31
<i>Senior Year</i>	<i>Credits</i>
Systems Analysis & Design	3
Human Interface Design	3
Data Base Management System	3
Business Policy	3
Area III Distribution Requirement	3-4
Information Systems Electives	3
Required Electives	<u>12</u>
	30

*Note:* Only ONE computer programming language may be taken in a semester.



### **Bachelor of Science Degree with a Major in International Business**

The Bachelor of Science Degree in International Business is designed to meet the needs of the student planning a career in a multinational or global organization. The major utilizes general courses in the major functional areas of business, as well as courses specifically tailored to international business concerns. International business careers can be pursued by graduates with multi-national corporations at home and abroad, with domestic firms facing international competition in their home market, with organizations engaged in trading foreign currencies and securities, or with the large number of organizations that are involved with importing or exporting finished goods/components.

#### ***Requirements for Graduation:***

To be eligible for graduation, students majoring in International Business must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College, (see page 91). Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in International Business must maintain a 2.0 average in the General Business Component Courses and a 2.0 average in the International Business Component Courses.

#### ***The required courses for the International Business major are:***

##### **General Business Component Courses**

MAT120	Applied Calculus*
IFS105	Personal Productivity Computing
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics
BUS345	Business Law I
FIN300	Managerial Finance I
IFS305	Management Information Systems
QBA320	Statistical Analysis <u>OR</u>
QBA310	Management Science
BUS495	Business Policy**

##### **International Business Component Courses**

IBS200	International Business
FIN350	International Finance

\*Courses fill general education requirements

\*\*Courses designate writing/communication intensive courses.

G344	Economic Geography
PS302	International Relations
MGT375	International Management
MKT340	Logistics
MKT370	International Marketing**
ECO400	International Economics
IBS400	International Business Issues**
IBS485	Seminar in International Business

Required Electives—13–15 credits (Twelve of these elective credits must be taken outside of the Department of Business Administration. The remaining may be used to complete a minor. International Business majors are encouraged to complete a two semester foreign language sequence.)

### International Business (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Applied Calculus	3
Information Literacy	2
Area I Distribution Requirement	3
Area III Distribution Requirement	3–4
Area IV Distribution Requirements	6
Personal Productivity Computing	3
Introduction to International Business	3
Human Communication	<u>3</u>
	32–33

<i>Sophomore Year</i>	<i>Credits</i>
Principles of Economics	6
Financial Accounting	3
Managerial Accounting	3
Business Statistics	3
Principles of Management	3
Management Science <b>OR</b> Statistical Analysis	3
Principles of Marketing	3
Economic Geography	3
Required Elective	3
Physical Education	<u>1</u>
	31

<i>Junior Year</i>	<i>Credits</i>
Business Law I	3
Managerial Finance I	3
Management Information Systems	3
International Management	3
International Marketing	3

International Relations	3
Logistics	3
Area III Distribution Requirement	3-4
Area I Distribution Requirement	3
Required Elective	3
Physical Education	<u>1</u>
	31-32
<i>Senior Year</i>	<i>Credits</i>
International Economics	3
International Finance	3
International Business Issues	3
Seminar in International Business	3
Business Policy	3
Area V Distribution Requirements	6-7
Required Electives	<u>9</u>
	30-31

### **Bachelor of Science Degree with a Major in Management**

Management is the process through which work is accomplished with and by the human resources in organizations. Broadly, it encompasses the major functions of setting organizational objectives and developing plans, organizing work, allocating resources, directing and leading others and evaluating organizational and human performance. The courses offered in the Management area encompass all of these functions, and management majors take at least one basic introductory course that covers each function. The Management major allows students to choose a minor in Human Resource Management, Entrepreneurial Studies or Operations Management. Students who do not choose a minor may pursue other courses within the Management area that fit their personal, academic, and career goals.

#### ***Requirements for Graduation:***

To be eligible for graduation, students majoring in Management must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Management must maintain a 2.0 average in the General Business Component Courses and a 2.0 average in the Management Component Courses.

#### ***The required courses for the Management Major are:***

General Business Component Courses

IFS105      Personal Productivity Computing

MAT120	Applied Calculus*
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
QBA260	Business Statistics
IFS305	Management Information Systems
FIN300	Managerial Finance I
QBA310	Management Science <b>OR</b>
QBA320	Statistical Analysis
BUS345	Business Law I
BUS495	Business Policy**

#### Management Component Courses

MGT320	Human Resource Management
MGT325	Organizational Behavior
MGT350	Operations Management*,**
MGT375	International Management
MGT380	Leadership and Change
MGT440	Business, Government and Society**
Management Electives—3 courses	

Required Electives—16–18 credits (Twelve of these elective credits must be taken outside of the Department of Business Administration. The remaining electives may be used to complete a minor.)

#### Management (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Applied Calculus	3
Information Literacy	2
Area I Distribution Requirements	6
Area III Distribution Requirement	3–4
Area IV Distribution Requirements	6
Personal Productivity Computing	3
Human Communication	3
	<hr/> 32–33
 <i>Sophomore Year</i>	 <i>Credits</i>
Principles of Economics	6
Financial Accounting	3

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\*Courses fill general education requirements

\*\*Courses designate writing/communication intensive courses.

Managerial Accounting	3
Business Statistics	3
Principles of Management	3
Management Science <b>OR</b> Statistical Analysis	3
Principles of Marketing	3
Business Law	3
Required Elective	3
Physical Education	<u>1</u>
	31

<i>Junior Year</i>	<i>Credits</i>
Managerial Finance I	3
Management Information Systems	3
International Management	3
Organizational Behavior	3
Leadership and Change	3
Operations Management	3
Human Resource Management	3
Area V Distribution Requirements	6
Required Elective	3
Physical Education	<u>1</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Business Policy	3
Business & Society	3
Area III Distribution Requirement	3-4
Management Electives	9
Required Electives	<u>12</u>
	30-31

### **Bachelor of Science Degree with a Major in Marketing**

The Bachelor of Science Degree with a Major in Marketing is designed to meet the needs of students planning a career in marketing. The wide range of marketing courses and electives offered by the department mirrors the wide range of occupations open to the professional marketer. Businesses employ individuals with skills and expertise in marketing as advertising copywriters, advertising strategists, brand managers, global marketing strategists, logistics managers, market analysts, market researchers, merchandise managers, professional salespeople, retail buyers, retail store managers and sales managers.

### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Marketing must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College (see page 91). Courses

used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Marketing must maintain a 2.0 average in the General Business Component Courses and a 2.0 average in the Marketing Component Courses.

***The required courses for the Marketing Major are:***

**General Business Component Courses**

IFS105	Personal Productivity Computing
MAT120	Applied Calculus
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT250	Principles of Management**
QBA260	Business Statistics
FIN300	Managerial Finance I
IFS305	Management Information Systems
QBA320	Statistical Analysis <b>OR</b>
QBA310	Management Science
BUS345	Business Law I
MGT350	Operations Management**
BUS495	Business Policy**

**Marketing Component Courses**

MKT370	International Marketing**
MKT380	Leadership and Change
MKT450	Marketing Research
MKT475	Marketing Policies and Strategies**
Marketing Electives—4 courses	

Required Electives—16–18 credits (Twelve of these elective credits must be taken outside of the Department of Business Administration. The remaining may be used to complete a minor.)

**Marketing (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Applied Calculus	3
Information Literacy	2

\*Courses fill general education requirements

\*\*Courses designate writing/communication intensive courses.

Area I Distribution Requirements	6
Area III Distribution Requirement	3-4
Area IV Distribution Requirements	6
Personal Productivity Computing	3
Human Communication	<u>3</u>
	32-33

<i>Sophomore Year</i>	<i>Credits</i>
Principles of Economics	6
Financial Accounting	3
Managerial Accounting	3
Business Statistics	3
Principles of Management	3
Management Science <b>OR</b> Statistical Analysis	3
Principles of Marketing	3
Marketing Elective	3
Required Elective	3
Physical Education	<u>1</u>
	31

<i>Junior Year</i>	<i>Credits</i>
Business Law	3
Marketing Electives	6
International Marketing	3
Leadership and Change	3
Management Information Systems	3
Operations Management	3
Managerial Finance	3
Area V Distribution Requirements	6
Physical Education	<u>1</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Business Policy	3
Marketing Research	3
Marketing Policies & Strategies	3
Marketing Elective	3
Area III Distribution Requirement	3-4
Required Electives	<u>15</u>
	30-31

## ASSOCIATE OF SCIENCE DEGREE PROGRAMS:

### Associate of Science Degree with a Major in Business Administration

The Associate of Science Degree with a Major in Business Administration provides the foundation needed for entry level positions in business and service organizations such as retail sales, office management, and customer service. This degree is often

the first step toward a baccalaureate degree in business. Courses in this associate degree program fulfill many of the general business component courses in the baccalaureate programs offered by the Department of Business Administration.

### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Business Administration must complete a minimum of 67 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

### **The required courses for the Business Administration Major are:**

#### **General Business Component Courses**

IFS105	Personal Productivity Computing
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
ACC220	Financial Accounting
ACC225	Managerial Accounting
MKT200	Principles of Marketing
MGT250	Principles of Management

#### **Business Administration Component Courses**

QBA260	Business Statistics
BUS345	Business Law I

Two Business Electives (A Business Elective is any course offered in the Department of Business Administration with the following prefixes—ACC, BUS, ECO, FIN, IBS, IFS, MGT, MKT and QBA.) Before enrolling in a course as a business elective, students must meet the prerequisites and conditions of the course as outlined in the course description.

Required Electives—6 credits

### **Business Administration (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Human Communication	3
Principles of Marketing	3
Personal Productivity Computing	3
Area I Distribution Requirement	3

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\*Courses fill general education requirements



Area III Distribution Requirement	3-4
Area V Distribution Requirement	3
Required Elective	<u>3</u>
	32-33

<i>Sophomore Year</i>	<i>Credits</i>
Principles of Economics	6
Financial Accounting	3
Managerial Accounting	3
Business Statistics	3
Principles of Management	3
Business Law I	3
Business Electives	6
Area IV Distribution Requirement	3
Required Elective	3
Physical Education	<u>2</u>
	35

### **Associate of Science Degree with a Major in Computer Programming**

The Associate of Science Degree with a Major in Computer Programming is a program of study that provides a foundation in programming and data structures along with basic business and general education course work. This degree leads to employment in the areas of computer operations and entry level programming.

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Computer Programming must complete a minimum of 67 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

#### **The required courses for the Computer Programming Major are:**

##### **General Business Component Courses**

IFS105	Personal Productivity Computing
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
ACC220	Financial Accounting
ACC225	Managerial Accounting
MKT200	Principles of Marketing
MGT250	Principles of Management

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\*Courses fill general education requirements

## Computer Programming Component Courses

IFS150	Introduction to Programming
IFS207	COBOL Programming
IFS208	Advanced COBOL Programming
IFS215	C Programming* <b>OR</b>
IFS330	Hardware/Software Architecture*

Required Electives—6 credits

**Computer Programming (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Personal Productivity Computing	3
Human Communication	3
Principles of Marketing	3
Introduction to Programming	3
Area I Distribution Requirement	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Physical Education	<u>1</u>
	33

<i>Sophomore Year</i>	<i>Credits</i>
Financial Accounting	3
Managerial Accounting	3
Principles of Economics	6
COBOL Programming*	3
Advanced COBOL Programming*	3
Principles of Management	3
Hardware/Software Architecture <b>OR</b> C Programming*	3
Area III Distribution Requirement	3-4
Required Electives	6
Physical Education	<u>1</u>
	34-35

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\*Only ONE computer language course may be taken in a semester.

**Associate of Science Degree with a Major in Retailing**

The Associate of Science Degree in Retailing is designed to meet the needs of the student planning a supervisory career in retailing. The retailing program makes use of a wide range of business courses as well as some very specialized retailing courses.

Examples of supervisory positions with a retailer would include department managers, assistant store managers, branch or outlet managers and assistant buyers.

**Requirements for Graduation:**

To be eligible for graduation, students majoring in Retailing must complete a minimum of 67 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

**The required courses for the Retailing Major are:**

General Business Component Courses

IFS105	Personal Productivity Computing
ECO200	Principles of Economics-Macro*
ECO201	Principles of Economics-Micro*
ACC220	Financial Accounting
ACC225	Managerial Accounting
MKT200	Principles of Marketing
MGT250	Principles of Management

Retailing Component Courses

MKT220	Personal Selling
MKT230	Retailing
MKT310	Fashion Merchandising
MKT320	Retail Buying & Merchandising

Required Electives—6 credits

**Retailing (suggested course schedule)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Human Communication	3
Principles of Marketing	3
Personal Productivity Computing	3
Area I Distribution Requirement	3
Area III Distribution Requirement	3-4
Area V Distribution Requirement	3
Required Elective	3
Physical Education	<u>1</u>
	33-34

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\*Courses fill general education requirements

<i>Sophomore Year</i>	<i>Credits</i>
Principles of Economics	6
Financial Accounting	3
Managerial Accounting	3
Principles of Management	3
Retailing	3
Retail Buying	3
Personal Selling	3
Fashion Marketing	3
Area IV Distribution Requirement	3
Required Electives	6
Physical Education	<u>1</u>
	37

## DEPARTMENTAL MINORS

### Minor in Accounting

The minor in Accounting provides students with a theoretical understanding of accounting. This background is useful for students majoring in related fields such as Economics and Finance, Informatics or Business Administration.

#### **Requirements of the Accounting Minor (18 credits)**

ACC220	Financial Accounting
ACC225	Managerial Accounting
ACC320	Intermediate Accounting I
ACC325	Intermediate Accounting II
Two Accounting Electives	

### Minor in Advertising

The advertising minor provides students with the opportunity to explore the full range of the advertising process including advertising theory, advertising strategy, ad copy-writing, media planning and ad production. Pursuing an advertising minor would be especially beneficial to students planning careers in advertising, public relations, or any area of marketing communication.

#### **Requirements in Advertising Minor (18 credits)**

MKT200	Principles of Marketing
MKT330	Advertising
MKT360	Consumer Behavior
MKT390	Advanced Advertising

Two courses chosen from the following:

ART210	Design I
ART240	Computer Graphics I

ART289	Typography, Layout & Production
ART290	Computer Graphics II
CM231	Radio Production I
CM331	Video Production

### **Minor in Banking and Finance**

The minor in Banking and Finance provides the student with some specialization in the area of financial services. This growing service area includes careers in banking, brokerage firms, investments, and insurance.

#### ***Requirements of the Banking and Finance Minor (18 credits)***

ECO200	Principles of Economics-Macro
ECO201	Principles of Economics-Micro
FIN300	Managerial Finance I
ECO310	Intermediate Macroeconomics

One course selected from the following:

FIN320	Investments
FIN410	Managerial Finance II

### **Minor in Economics**

The Economics Minor provides students with the ability to analyze a broad range of socioeconomic phenomena and policy. Regulation, environmental protection, economic growth and development, the distribution of income, inflation, and the level of employment are the basics of economics. Economics contains the theoretical core for business finance, accounting, and marketing and provides a solid foundation for graduate work in business administration and law.

#### ***Requirements of the Economics Minor (18 credits)***

ECO200	Principles of Economics-Macro
ECO201	Principles of Economics-Micro
ECO310	Intermediate Macroeconomics
ECO400	International Economics
PS352	Introduction to Public Finance
H441	American Economic History

### **Minor in Entrepreneurial Studies**

The minor in Entrepreneurial Studies focuses on topics such as innovation, change, the development of new business firms and formulating new business plans. Students planning to pursue careers in small business, whether a family-owned business or a new venture, will find this minor beneficial.

#### ***Requirements of the Entrepreneurial Studies Minor (18 credits)***

MKT200	Principles of Marketing
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MGT250	Principles of Management
BUS320	Entrepreneurship
BUS340	Small Business Ventures

Two courses chosen from the following:

MGT380	Leadership and Change in Organizations
MKT380	Sales Management
BUS346	Business Law II
BUS490	Business Internship
BUS498	Independent Study

### **Minor in General Business**

The minor in General Business provides non-business students with an opportunity to explore basic business courses and supplement their major field of study. Students interested in pursuing an MBA would benefit by completing this minor as a foundation for most MBA programs. *This minor is not available to business majors.*

#### **Requirements of the General Business Minor (18 credits)**

IFS105	Personal Productivity Computing
MKT200	Principles of Marketing
MGT250	Principles of Management
ACC220	Financial Accounting
ECO200	Principles of Economics-Macro
ECO201	Principles of Economics-Micro

### **Minor in Human Resource Management**

The Human Resource Management Minor emphasizes the skills and abilities needed by professionals who work in human resource or personnel units of organizations. Topics covered in these courses include recruitment, selection and training of human resources, employment law and labor relations. *A student declaring a Human Resource Minor may not also declare a Management Minor.*

#### **Requirements of the Human Resource Minor (15 credits)**

MGT250	Principles of Management
MGT320	Human Resource Management

Three courses chosen from the following:

MGT325	Organizational Behavior
MGT330	Labor Relations
MGT335	Employment Law
MGT435	Recruitment/Selection of Human Resources

### **Minor in Information Systems**

The Minor in Information Systems provides a foundation in programming and data structures which along with the chosen major enables a student to pursue entry-level information systems career opportunities in specialized fields of expertise.

#### ***Requirements of the Information Systems Minor (15 credits)***

IFS105     Personal Productivity Computing

IFS150     Introduction to Programming

Select one of the following advanced programming sequences:

IFS207/208     COBOL/Advanced COBOL\*

IFS215/220     C Programming/C++ Object Oriented Programming

Select one of the following courses:

IFS305     Management Information Systems\*

IFS325     Introduction to Networks

### **Minor in International Business**

The minor in International Business is designed to benefit students planning a career with organizations involved in international transactions. Business knowledge can be developed in a variety of areas to reflect possible career choices in international management, marketing, finance, planning and logistics. Cultural knowledge can be gained through a variety of foreign culture course offerings.

#### ***Requirements for International Business Minor (15 credits)***

IBS200     International Business

Four courses from the following:

MKT340     Logistics

MKT370     International Marketing

MGT375     International Management

FIN400     International Finance

IBS400     International Business Issues

ECO400     International Economics

IBS485     Seminar in International Business

### **Minor in Management**

The Minor in Management affords students the flexibility to tailor their management coursework to fit their chosen career goals. For example, students can choose a course from each facet of management such as operations, human resource/labor relations, and small business or can choose two courses in operations and two courses in human

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\*Courses are recommended for business majors.

resources. The minor, along with the chosen major, enables a student to pursue management career opportunities in specialized fields. *A student declaring a Management Minor may not also declare a Human Resource or Operations Minor.*

### **Requirements of Management Minor (18 credits)**

MGT250	Principles of Management
MGT320	Human Resource Management
MGT350	Operations Management
MGT440	Business and Society

Two course chosen from the following:

MGT315	Human Resource Development
MGT325	Organizational Behavior
MGT330	Labor Relations
MGT360	Inventory Management**
MGT365	Purchasing Management**
MGT375	International Management
MKT380	Sales Management
MGT380	Leadership and Change in Organizations
MGT420	Employment Law
MGT435	Recruitment/Selection of Human Resources
MGT440	Business, Government and Society
MGT460	Advanced Operations Management**
MGT490-491	Management Internship

### **Minor in Marketing**

The Marketing Minor is designed to be of benefit to students planning a career in a field related to marketing. Since the opportunities in marketing are so broad, the requirements for the minor are designed to give the student as much flexibility as possible. The marketing minor would be especially beneficial to individuals planning to seek positions as advertising copywriters, advertising strategists, brand managers, global marketing strategists, logistics managers, market analysts, market researchers, professional salespeople, public relations specialists and sales managers.

### **Requirements of the Marketing Minor (15 credits)**

MKT200	Principles of Marketing
MKT350	Business Marketing
MKT360	Consumer Behavior

One course chosen from the following:

MKT220	Personal Selling
MKT230	Retailing

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\*\*MGT360, MGT365 and MGT460 are not offered on a regular basis. Only when a sufficient number of students show interest in these areas will they be considered for rotation into the course schedule. If you have an interest in these areas, you should contact the Management Program Coordinator.



MKT310	Fashion Marketing
MKT320	Retail Buying/Merchandising
MKT330	Advertising
MKT340	Logistics
MKT370	International Marketing
MKT380	Sales Management
MKT390	Advanced Advertising
MKT450	Marketing Research
MKT475	Marketing Policy & Strategy
MKT490	Marketing Internship

Business Elective (A Business Elective is any course offered in the Department of Business Administration with the following prefixes—ACC, BUS, ECO, FIN, IBS, IFS, MGT, MKT and QBA. Before enrolling in a course as a business elective, students must meet the prerequisites and conditions of the course as outlined in the course description.)

### **Minor in Operations Management**

In the Operations Management Minor, students study the transformation process where inputs and the efforts of human resources combine to create a product or service. Here, topics of importance include advanced operations, inventory management, purchasing and logistics. The Operations Management minor prepares students for entry-level positions such as a production planner, buyer, or inventory analyst. *A student declaring an Operations Management Minor may not declare a Management Minor.*

### **Requirements for Operations Management Minor (15 credits)**

MGT250	Principles of Management
MGT350	Operations Management

Three courses chosen from the following:

BUS340	Small Business Ventures
MKT340	Logistics
MGT360	Inventory Management**
MGT365	Purchasing Management**
MGT460	Advanced Operations Management**
MGT490	Management Internship
MGT498	Independent Study

### **Minor in Quantitative Management**

The minor in Quantitative Management is designed for students who want to develop quantitative skills to supplement their major and career fields. This minor would

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\*\*MGT360, MGT365 and MGT460 are not offered on a regular basis. Only when a sufficient number of students show interest in these areas will they be considered for rotation into the course schedule. If you have an interest in these areas, you should contact the Management Program Coordinator.

be especially advantageous to students interested in quantitative research, engineering or operations research.

***Requirements for Quantitative Management Minor (18 credits)***

MAT120	Applied Calculus <b>OR</b>
MAT171	Calculus
MAT260	Elem. Linear Algebra
QBA260	Business Statistics <b>OR</b>
MAT250	Elements of Statistics
QBA310	Management Science
QBA320	Statistical Analysis
EGR305	Statistical Design and Process Control

***Minor in Retailing***

The minor in retailing is designed to be of benefit to students planning a career in or related to retailing. Retailing careers fall into two broad areas. The first is operations which would include department management, store management and district management. The other area of retailing is merchandising which would include merchandise buying, merchandise display and merchandise planning.

***Requirements for Retailing Minor (15 credits)***

MKT200	Principles of Marketing
MKT230	Retailing
MKT310	Fashion Marketing
MKT320	Retail Buying & Merchandising

One course chosen from the following:

MKT220	Personal Selling
MKT330	Advertising
MKT360	Consumer Behavior



## **TRANSFORMING THE FUTURE BY INSPIRING EXCELLENCE IN EDUCATION**

As professional educators, members of the Education Department believe that the quintessential challenge in education is the quality preparation of candidates for the teaching profession. To achieve this goal, the mission of the Department is to develop critical thinking in students, to educate students to be keen decision makers, to prepare students who are highly skilled in the principles of human growth and development, to encourage students to be receptive to change and innovation, to create strategy-based educators able to empower learners with the requisite knowledge, skills, and attitudes to become life long learners, and to educate future teachers who are committed to their own life long learning.

The Department of Education offers a Baccalaureate degree in Elementary Education (K–6), Music Education (K–12), and in several secondary certification programs (7–12) in cooperation with other academic departments. Secondary certification options include: Biology, Communications, English, General Science, Mathematics, and Social Studies. These programs are also available to individuals already holding an undergraduate or graduate degree in another discipline. In addition, non-certification options are provided for those interested in Early Childhood Education, or through the Alternate Program, for careers other than the traditional K–12 classroom teaching setting.

## **PROGRAM PRINCIPLES**

Teachers will play an increasingly central role in the social and cognitive development of youth. Accordingly, we believe that these professionals must serve as intellectual and personal models to their students. It is in this spirit that the Teacher Education Program commits itself to the following Principles of Effective Teaching:

1. Effective teaching demands a dedication to learning and development.
2. Effective teaching requires an understanding of how learning occurs and the interpretation of student needs to assure continuous progress in learning.
3. Effective teaching is an on-going process of assessing needs, planning instruction and evaluating results.
4. Effective teaching requires the utilization and integration of knowledge derived from many academic areas.
5. Effective teaching requires teachers who are intellectual and personal models for students.

## GENERAL OBJECTIVES

The prospective teacher will:

1. Demonstrate effective communication skills in oral, written, and nonverbal behavior.
2. Demonstrate a knowledge of human development and its implications for the teaching-learning situation.
3. Be able to define the roles and responsibilities of teachers and other school staff members.
4. Be able to describe the American educational system with respect to its historical, sociological, and philosophical foundations as well as its functions in today's society.
5. Demonstrate an acceptable degree of skill in applying educational principles in an instructional setting.
6. Demonstrate the characteristics of a professional.
7. Acquire a broad understanding of at least one defined field of knowledge supported by a background in general education.

## ADMISSION, ADVANCEMENT, AND RETENTION IN TEACHER EDUCATION

The Teacher Education Program at York College reflects the research and practice which have been identified as fostering excellence in teaching. We strive to advance only the highest caliber teacher candidates at each level of the preparatory program. The minimum grade point average required of our students in order to advance to the professional semester reflects our belief that teachers must serve as intellectual models for their students. In addition to a demonstrated level of intellectual competence, we consider certain attributes to be associated with the caliber of teacher we desire to graduate from our program. (See section "Advancement to Professional Semester".)

### Admission to Degree Program

Elementary Education and Secondary Certification students must meet the general admission requirements of the College. **Admission to the Education Program does not guarantee advancement to "Candidacy Status" in the Teacher Education Program nor to the Professional Semester, which includes the student teaching internship.**

Freshmen normally schedule General Education classes and not education courses. With the exception of ED221, Introduction to American Education, and early placement in an Observation/Participation experience, freshmen do not normally participate in coursework in the professional education block (designated by an ED, EE or SE prefix).

At the time of admission to the college, students indicate their choice of major and are assigned a faculty advisor. Elementary education teacher candidates are primarily advised by education faculty and secondary teacher candidates by the designated coordinator in their certification major.

### **Advancement to Candidacy Status**

Application for candidacy status in the Teacher Education Program is made after satisfactory completion of the following criteria:

1. An overall G.P.A. of 2.50, or better, and progressing toward the 2.80 needed for the Professional Semester.
2. Successful completion of E101, E200, CM104, MAT111, and ED221 with a minimum grade of B in each course.
3. Acceptable performance on the Department of Education Writing Sample. (This includes transfer students.)
4. Evidence of successful completion of 30 hours of Observation/Participation must be provided by the applicant by presenting the appropriate copies of the Attendance and Evaluation Forms.

### ***Field Requirement: Observation/Participation***

The importance of being in the K–12 classroom prior to student teaching is confirmed through the opportunities provided by the Observation/Participation Program. Specifically, there is a mandatory in-school experience required of all those who seek teacher certification. Each candidate is to accumulate a minimum of one-hundred fifty hours (150 hours) of observation/participation time. This entails working with students in a classroom setting as an instructional assistant, or minimally, as an observer. In this setting, students are encouraged to become actively involved in the teaching process. Each candidate is expected to have had five such experiences (of 30 hours each) prior to the Professional Semester. Three of these five settings must be in a public school classroom environment and at least one of these in an urban school.

### **Retention in the Program**

Retention in the program is based upon the following criteria:

1. An overall GPA of 2.50 or better, at the time of Teacher Candidacy, progressing toward the 2.80 needed for the Professional Semester.
2. Compliance with, and successful progression toward, completion of Observation/Participation requirements (as specifically outlined in the Observation/Participation Handbook.)
3. Possession of the personal and professional attributes which are consistent with effective teaching.
4. Compliance with the Academic Honesty Policy of York College. Violation of this policy will result in dismissal from the program.

### **Advancement to the Professional Semester**

One year prior to the academic term of the Professional semester, students will complete an application form. At the time of submission of this application, students must have a G.P.A. of 2.78 progressing toward 2.80, and have completed a minimum of 120 hours of Observation/Participation. Applicants' records are reviewed by the Coordinator of Field Experience and appropriate secondary education coordinators.

### **Qualifications Required for placement in Student Teaching:**

1. A minimum G.P.A. of 2.80 in YCP classes.
2. Successful completion of 150 hours of Observation/Participation.
3. Successful completion of all professional courses as designated on departmental checklists. (All ED, EE and SE courses, English and Speech, PSY320, PSY360, MUS291, ART396, Science and Math, Literature and cognate courses must be taken for a grade and may *not* be taken on a Pass/Fail basis.)
4. Affirmation by the Departmental Approval Committee, based upon 1–3 above, and demonstration of the requisite professional and personal attributes consistent with effective classroom teachers. The latter consists of:

Competence in written and oral expression  
 Professional attitude  
 Personal enthusiasm  
 Ethical, moral character  
 Personal organization  
 Ability to meet deadlines  
 Good interpersonal skills  
 Ability to accept and profit from constructive criticism  
 Personal maturity  
 Use of prudent judgement  
 Class attendance  
 Demonstrated interest in educational activities (special events, Student Education Association, etc.)

*(Note: Students who have not removed deficiencies in their professional or academic specialization courses, and those who are on academic probation, cannot be granted permission to enroll in the Professional Semester.)*

If there are any circumstance(s) (geographical, family, economical, physical, or psychological) of which the Department of Education should be made aware, which may affect the safety of the candidate or that of the student(s) with whom he/she shall be working, it (they) should be shared with the Coordinator of Field Experience (written and in a sealed envelope).

A review process exists for students who wish to appeal a decision made by the Departmental Approval Committee and is detailed in the *Handbook for Teacher Certification Students*.

### **Interview with Coordinator of Field Experiences**

The semester previous to Student Teaching placement includes a meeting with the Coordinator of Field Experiences. A review of records and an overview of the Professional Semester is discussed with the candidate.

### **THE PROFESSIONAL SEMESTER**

The Professional Semester consists of a block of three courses and the student teaching internship. Two of the three courses are completed within a three-week period;

the third (Student Teaching Practicum) continues throughout the semester. Student teaching begins the fourth week of the professional semester and continues to the end of the academic term. There is a stipulation that students take no additional coursework during the Professional Semester. Additionally, students are advised to not hold a job, be involved in extracurricular activities, or to at least minimize such activity during the Student Teaching Experience.

### *Student Teaching*

The College endeavors to make suitable arrangements for students admitted to the Professional Semester. It cannot guarantee assignments. It should be noted that student teachers adhere to the district calendar, policies, and practices adopted by the school to which they are assigned. York College provides liability insurance for its student teachers.

## **GRADUATION REQUIREMENTS FOR TEACHER EDUCATION PROGRAMS**

Students must meet all of the graduation requirements set by the College and by the certification area in which they are enrolled.

## **CERTIFICATION REQUIREMENTS**

- a. Students who wish Pennsylvania certification must submit an application to the York College Department of Education for Pennsylvania certification. Specified deadlines must be observed.
- b. Teacher candidates must meet all requirements set by the Pennsylvania Department of Education. These include:
  1. Successful completion of Baccalaureate Degree.
  2. Successful completion of the National Teachers Examinations administered by Educational Testing Service.
  3. Successful completion of YCP Teacher Certification Program, including the 12-week student teaching.
- c. Students who desire a specific out-of-state certification must contact the appropriate State Department of Education for information.

### **Teacher Certification Placement Service**

Bona fide teacher education students register with the Career Services Office to establish referral credentials and to participate in career preparation workshops.

### **Policy for Transfer Students**

If students wish to transfer into the Teacher Education Program from another college/university, they must submit a letter of interest, transcript, have earned a minimum cumulative grade point average of 2.8, and submit a minimum of one written letter of recommendation from the school from which they are transferring.

Students wishing to transfer into the Elementary Education Teacher Education Program from another program within York College must obtain an Application to Transfer into Elementary Education, submit a written letter of approximately 300 words, a minimum of one letter of recommendation from a YCP faculty member or other person qualified to describe the student's qualifications, and a copy of a current transcript indicating a minimum 2.8 grade point average. Additionally, the student must meet the current Elementary Education coursework minimum grade requirements, earn a "3" or better in E101, E200, CM104, MAT111, ED221, and successfully complete the Writing Sample. Applications are accepted on a first come, first served basis. *Submission of the proper materials does not guarantee acceptance.* Students will be notified by mail of the disposition of their application. Students who are rejected two times must wait one semester to reapply.

**NO Education courses beginning with the prefix ED, EE or SE may be scheduled until the student is officially accepted as an Education major.** ED221 Introduction to American Education, SPE coursework, and a few selected other courses may be scheduled by *any* non-major.

The Department of Education reserves the right to determine which courses of study within the cadre of preparatory classes will be transferrable and accepted. Once the above requirements have been met, the students will be conditionally accepted as matriculated Elementary Education students for two semesters. Prior to, or during, the second semester after acceptance, the students must also submit the Teacher Candidacy application as mentioned in Part B.

If students meet the candidacy requirements, they will be accepted into the Teacher Education Program as a *candidate*. These individuals must continue to comply with the RETENTION, ADVANCEMENT, GRADUATION and CERTIFICATION requirements for completion of the Teacher Education Program. If any individuals do *not* meet these requirements, they will be dismissed from the Teacher Education Program.

### **Education Degree without Certification—"Alternate Program"**

Teacher Certification may be achieved through the successful acquisition of a Baccalaureate Degree in Elementary Education or, for secondary candidates, completing a Baccalaureate in a designated major with an "education core" (See "Secondary Education"). A Baccalaureate degree may be obtained *without certification* by those individuals who have expressed interest in the broader concept of "education" (as it refers to related careers and interests) but who do not desire work in a public school classroom setting. Reflective of this option, students elect to schedule *Directed Professional Educational Experience* (ED406) for a maximum of eight credits. This experience is tailored to meet the personal and career goals of the individuals. Accordingly, the experience might include a combination of coursework and research activity that responds to the student's particular needs. Those electing, or being recommended for, this option may seek career paths which include work experiences dealing with people and education in a variety of settings other than the classroom. Examples of career paths served by this non-certification degree are: positions involving training



and development in a variety of businesses and corporations; educational specialists within social services or governmental agencies; administrators of community agencies; careers in public relations and banking; and youth organizations. Students opting for this program must officially apply one year prior to entering their Professional Semester.

### **Non-Degree Certificate for Early Childhood Education**

This 27 credit-hour program is designed for individuals who are presently working or interested in working with preschool children. It is designed to provide and/or improve the knowledge and skills of people working in day care centers, nursery schools and other preschool institutions. Courses taken for the certificate are approved college level courses and are acceptable for continued academic work. *Completion of this program should not be equated to state certification* in Early Childhood Education at the Baccalaureate level. (See Program of Study at the end of this segment denoted by Non-Degree Certification in Early Childhood Education.)

### **Certification for Individuals Possessing an Undergraduate or Graduate Degree**

Please contact the Department of Education for further details as specific coursework and other experiences are necessary for candidates to be recommended for certification.

## **BACCALAUREATE DEGREE PROGRAMS**

Bachelor of Science in Elementary Education

Bachelor of Arts in Secondary Education (Communication, English, Social Studies)

Bachelor of Science in Secondary Education (Biology, General Science, Mathematics)

Bachelor of Science in Music Education

Bachelor of Science in Sport Management

### **Bachelor of Science Degree in Elementary Education**

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in elementary education must complete all program requirements including a minimum of 124 credits, achieve a cumulative grade point average of 2.8 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students must maintain a 2.0 grade point average in the core course requirements. Students seeking certification in Elementary Education will be required to have 150 hours of Observation/Participation prior to the Professional Semester and meet specific requirements as noted in The Handbook for Teacher Certification Students.

**Required Courses in Elementary Education:**Selected Courses Meeting Certification Standards<sup>2</sup>

	Literature Elective
ART396	Art Education for Elementary Teachers <sup>4</sup>
BIO120	Field Natural History <sup>1</sup> <b>OR</b>
BIO210	Marine Biology <b>OR</b>
BIO124	Oceanography
Any physical Science <sup>1</sup>	Recommended: ESS152 Earth/Space Science <b>OR</b> PSC152 <b>OR</b> PSC 154 Physical Science <sup>1</sup>
G243	Introduction to Geography
H121	History of Western Civilization I <b>OR</b>
H122	History of Western Civilization II
H221	History of American Civilization I <b>OR</b>
H222	History of American Civilization II
PE134	Concepts of Physical Activity
PSY100	General Psychology
PSY320	Developmental Psychology <sup>1</sup>
PSY360	Psychology of Learning
MUS291	Educational Experience in Music <sup>4</sup>
SOC100	Introduction to Sociology <sup>1</sup>

Cognate Area Courses<sup>2</sup>*Art*

ART101	Introduction to Art Appreciation <b>OR</b>
ART202	Survey of Art
ART210	Design I
ART215	Drawing I
Art Elective	(ART220 Painting I is recommended)

*Foreign Language*

12 credits total, at least 6 credits at intermediate level

*Language Arts*

CM206	Communication Theory <b>OR</b>
CM304	Group Discussion
E256	History of the English Language <b>OR</b>
E320	Linguistics
E254	Introduction to Theatre <b>OR</b>
CM211	Mass Media
E271	Journalism <b>OR</b>
E310	Creative Writing <b>OR</b>
E315	Advanced Composition

*Mathematics*

MAT280	Math Structures
MAT290	Math for Elementary Education II

AND two of the following:

MAT120	Business Calculus
MAT250	Statistics
MAT260	Elementary Linear Algebra
MAT340	Introduction to Geometry
MAT390	History of Mathematics

*Music*

MUS181	Foundations of Music Theory <u>OR</u> higher level of Music Theory
MUS200	Music Appreciation <u>OR</u>
MUS290	Introduction to Music Literature
AND 2 credits applied music (applied piano recommended) 4 credits music ensemble	

*Reading*

EE207	Literacy Development <u>OR</u>
ED356	Reading in the Content Areas
EE313	Psychology of Reading
EE314	Current Issues in Reading
EE409	Internship in Reading

*Science*

Any 12 credits in Science may be taken.

*Social Studies*

PS141	American Government <u>OR</u>
PS260	Comparative Politics
ECO200	Principles of Economics–Macro <u>OR</u>
ECO201	Principles of Economics–Micro
SOC225	The Family <u>OR</u>
ANT210	Physical Anthropology <u>OR</u>
ANT220	Cultural Anthropology
G341	Geography of North America <u>OR</u>
G345	Urban Geography <u>OR</u>
G350	Survey of Canada

*Special Education*

PSY327	Psychology of the Exceptional Child
SPE336	Teaching Learning Disabled Students/K–6
SPE340	Counseling in Special Education

AND three of the following:

SPE100, SPE101, SPE200, SPE201, SPE300, SPE301

Professional Preparation Courses<sup>2</sup>

ED221	Introduction to American Education
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ED402	School Law <sup>3</sup>
ED310	Physical Education and Recreational Activities <sup>1</sup>
EE300	Teaching Language Arts
EE301	Foundations of Reading
EE302	Diagnostic and Remedial Reading
EE304	Teaching Social Studies
EE315	Teaching Mathematics
EE316	Teaching Science and Health
EE320	Computers in the Classroom

*Professional Semester*<sup>2,5</sup>

ED401	Instructional Media
ED404	Student Teaching <b>OR</b>
ED406	Directed Professional Education Experience <sup>6</sup>
EE412	Practicum in Student Teaching
EE414	Teaching Exceptional and Multicultural Students

Notations:

<sup>1</sup>Satisfies Area Distribution Requirements

<sup>2</sup>Grade earned must be a "2" (C) or better. This includes all courses in field of major study.

<sup>3</sup>ED402–School Law must be scheduled the Fall or Spring term immediately prior to the Professional Semester.

<sup>4</sup>ART396–Art Educ. for Elem. Tchr. and MUS291–Educ. Exper. in Music may not be used as an elective within the respective Cognate Areas.

<sup>5</sup>Students are required to have earned a cumulative grade point average of 2.80 before admittance into the Professional Semester.

<sup>6</sup>Taken as an option to ED404 by students seeking the degree without certification.

**Elementary Education (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Human Communication	3
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
General Psychology	3
Introduction to Sociology	3
Introduction to American Education	3
Area I Distribution Requirement	3
Area V Distribution Requirement	3
Physical Education	<u>1</u>
	30
 <i>Sophomore Year</i>	 <i>Credits</i>
Teaching Language Arts	3
Foundations of Reading	3
Diagnostic & Remedial Reading	3

Area I Distribution Requirement	3
Area III Distribution Requirement	3-4
Area IV Distribution Requirement	3
History of Western Civilization	3
History of American Civilization	3
Teaching Math in Elementary School	3
Cognate Area Course	3
Concepts of Physical Activity	<u>1</u>
	31-32

<i>Junior Year</i>	<i>Credits</i>
Area III Distribution Requirement	3-4
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Cognate Area Courses	6
Developmental Psychology	3
Psychology of Learning	3
Introduction to Geography	3
Physical Education	1
Teaching Social Studies Elementary School	3
Art Education for Elementary Teachers	3
Physical Education and Recreation	2
Computers in the Classroom	<u>1</u>
	34-35

<i>Senior Year</i>	<i>Credits</i>
Literature	3
Teaching Science/Health in the Elementary School	3
Educational Experience in Music	3
Cognate Area Course	3
Elective	2
School Law*	2
<i>Professional Semester (A 2.80 GPA, or greater, required)</i>	
Instructional Media ED401	
Student Teaching ED404 <b>OR</b>	
Directed Professional Education Experience ED406	
Practicum in Student Teaching EE412	
Teaching Exceptional/Multicultural Students EE414	<u>13</u>
	29

### **Bachelor of Arts Degree in Secondary Education**

Communication, English, Music Education, Social Studies

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\*School Law must be taken the semester prior to the Professional Semester.

### **Bachelor's Degrees in Secondary Education**

Certification programs are offered in a variety of academic disciplines. This provides the candidate opportunity to teach at the junior high, middle school, and/or high school level. (General Science certification is primarily oriented to the junior high and middle school.) Students pursuing certification in Secondary Education must complete the discipline certification requirements of the respective academic department. (Please review all notations at the end of each program of study listing.)

### **Bachelor of Arts in Secondary Education–Communication**

#### ***Requirements for Graduation:***

To be eligible for graduation, students majoring in Secondary Education–Communication must complete all program requirements including a minimum of 124 credits, achieve a cumulative grade point average of 2.8 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in education must maintain a 2.0 grade point average in the core course requirements.

#### ***Required Courses in Secondary Education–Communication:***

Discipline Certification Requirements:

CM206	Communication Theory <sup>2</sup>
CM211	Mass Communication
CM212	Public Speaking
E160	Introduction to Literature
E254	Introduction to Theatre
E281	American Literature to 1885 <sup>1,2</sup> <b><u>OR</u></b>
E282	American Literature after 1885 <sup>1,2</sup>
E283	British Literature to 1750 <sup>1,2</sup> <b><u>OR</u></b>
E284	British Literature after 1750 <sup>1,2</sup>
E256	History of English Language <b><u>OR</u></b>
E320	Linguistics
E323	Shakespeare I <sup>2</sup> <b><u>OR</u></b>
E324	Shakespeare II <sup>1,2</sup>

Specialization Courses—Choose **one area** from the following (12 credits required):<sup>2</sup>

*Speech*

E205	Text Performance <b><u>OR</u></b>
CM304	Group Discussion
CM100–103	Public Speaking Practica
CM327	Persuasion
CM328	Organizational Communication
CM329	Interpersonal Communication

CM450	Internship
CM498	Independent Study

*Media*

CM231	Radio Production I
CM132-135	Radio Practicum
CM242	Video Production I
CM332	Media Writing
CM340	News Writing/Production
CM355	Electronic News Reporting
CM450	Internship
CM498	Independent Study

*Drama*

E258	Stagecraft
E262	Acting
E350-353	Theatre Practicum
E354	History of Theatre
E360	Theatre Arts Workshop
E416	Modern Drama

Professional Preparation Courses<sup>2</sup> (24-27 credits)

PSY100	General Psychology
SOC100	Introduction to Sociology
PSY360	Psychology of Learning
ED221	Introduction to American Education
SE320	Computers in the Classroom
ED402	School Law <sup>3</sup>
SE350	Sec. School Experience
SE351	Teaching Strategies
SE353	Teaching Communication Reading Test Skills <b>OR</b>
ED356	Reading in the Content Areas <b>OR</b>
SE360	Reading/Writing Across the Curriculum

*Professional Semester<sup>2,4</sup>*

ED401	Instructional Media
ED404	Student Teaching <b>OR</b>
ED406	Directed Professional Education Experience <sup>5</sup>
SE412	Practicum in Student Teaching
SE414	Teaching Exceptional and Multicultural Students

## Notations:

<sup>1</sup>Satisfies Area Distribution Requirements<sup>2</sup>Grade earned must be a "2" (C) or better. This includes *all* courses in field of major study.<sup>3</sup>ED402-School Law must be scheduled the term immediately prior to the Professional Semester.<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.80 before admittance into the Professional Semester.<sup>5</sup>Taken as an option to ED404 by students seeking the degree without certification.

**Secondary Education—Communication (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Area IV Distribution Requirements	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Sociology <b>OR</b> General Psychology	3
Area V Distribution Requirements	6
Human Communication	3
Physical Education	<u>2</u>
	31
<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Sociology <b>OR</b> General Psychology	3
Introduction to American Education	3
Psychology of Learning	3
Area III Distribution Requirements	6–8
Free Electives	8
Area of Specialization	<u>9</u>
	34
<i>Junior Year</i>	<i>Credits</i>
Free Electives	6
Communication Theory	3
Mass Communication	3
Intro. to Literature	3
American or British Literature	3
Hist. English Language or Linguistics	3
Area of Specialization	3
Computers in the Classroom	1
Secondary School Experience	3
Teaching Strategies	<u>3</u>
Reading Skills Option	31
<i>Senior Year</i>	<i>Credits</i>
Intro. to Theatre	3
Public Speaking	3
American or British Literature	3
Shakespeare I or II	3
School Law*	2
Teaching Communication	3
<i>Professional Semester (A 2.80 GPA, or greater, required)</i>	
Instructional Media ED401	
Student Teaching ED404 <b>OR</b>	
Directed Professional Education Experience ED406	

\*School Law must be taken the semester prior to the Professional Semester.



Practicum in Student Teaching SE412	
Teaching Exceptional/Multicultural Students SE414	<u>13</u>
	30

## **Bachelor of Arts in Secondary Education–English**

### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Secondary Education–English must complete all program requirements including a minimum of 124 credits, achieve a cumulative grade point average of 2.8 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in education must maintain a 2.0 grade point average in the core course requirements.

### **Required Courses in Secondary Education–English:**

#### **Discipline Certification Requirements:**

E160	Introduction to Literature
E205	Text Performance
E254	Introduction to Theatre <b>OR</b>
E316	Introduction to Film
E256	History of English Language
E281	American Literature to 1885 <sup>1,2</sup> <b>OR</b>
E282	American Literature after 1885 <sup>1,2</sup>
E283	British Literature to 1750 <sup>1,2</sup> <b>OR</b>
E284	British Literature after 1750 <sup>1,2</sup>
E315	Advanced Composition
E320	Linguistics
E323	Shakespeare I <sup>2</sup> <b>OR</b>
E324	Shakespeare II <sup>2</sup>

#### **English Electives–(9 credits required from the following):<sup>2</sup>**

E203	African/American Literature
E285–286	European Literature
E291	Short Story
E346	Literature and Society
E347	Literature and Psychology
E416	Modern Drama
E426	African/American Literature after 1910

#### **Professional Preparation Courses<sup>2</sup> (24–27 credits)**

PSY100	General Psychology
SOC100	Introduction to Sociology
PSY360	Psychology of Learning

ED221	Introduction to American Education
SE320	Computers in the Classroom
ED402	School Law <sup>3</sup>
SE350	Sec. School Experience
SE351	Teaching Strategies
SE353	Teaching Communication Reading Test Skills <b>OR</b>
ED356	Reading in the Content Areas <b>OR</b>
SE360	Reading/Writing Across the Curriculum

*Professional Semester*<sup>2,4</sup>

ED401	Instructional Media
ED404	Student Teaching <b>OR</b>
ED406	Directed Professional Education Experience <sup>5</sup>
SE412	Practicum in Student Teaching
SE414	Teaching Exceptional and Multicultural Students

Notations:

<sup>1</sup>Satisfies Area Distribution Requirements

<sup>2</sup>Grade earned must be a "2" (C) or better. This includes *all* courses in field of major study.

<sup>3</sup>ED402–School Law must be scheduled the term immediately prior to the Professional Semester.

<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.80 before admittance into the Professional Semester.

<sup>5</sup>Taken as an option to ED404 by students seeking the degree without certification.

**Secondary Education–English (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Area IV Distribution Requirements	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Sociology	3
General Psychology	3
Area V Distribution Requirements	6
Physical Education	<u>2</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Intro. to American Education	3
Psychology of Learning	3
Area III Distribution Requirements	6–8
Introduction to Literature	3
American Literature	3
Text Performance	3
History of the English Language	3
Free Electives	<u>5</u>
	32–34

<i>Junior Year</i>	<i>Credits</i>
Introduction to Theatre or Film	3
British Literature	3
Computers in the Classroom	1
Secondary School Experience	3
Teaching Strategies	3
English Electives	6
Free Electives	<u>12</u>
Reading Skills Option	31
<i>Senior Year</i>	<i>Credits</i>
Advanced Composition	3
Linguistics	3
Shakespeare I or II	3
School Law*	2
Teaching Communication	3
English Electives	3
<i>Professional Semester (A 2.80 GPA, or greater, required)</i>	
Instructional Media ED401	
Student Teaching ED404 <b>OR</b>	
Directed Professional Education Experience ED406	
Practicum in Student Teaching SE412	
Teaching Exceptional/Multicultural Students SE414	<u>13</u>
	30

## **Bachelor of Science in General Music Education**

### **Requirements for Graduation:**

To be eligible for graduation, students majoring in general music education must complete all program requirements including a minimum of 134 credits, achieve a cumulative grade point average of 2.80 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in education must maintain a 2.0 grade point average in the course requirements.

### **Required Courses in General Music:**

Discipline Certification Requirements:

#### *Historical and Theoretical Courses:*

MUS182-283	Music Theory I-V
MUS184-285	Sight Singing/Ear Training I-V
MUS290	Introduction to Music Literature
MUS390-391	Music History I-II

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\*School Law must be taken the semester prior to the Professional Semester.

MUS385	Form and Analysis
MUS394	Diction for Singers <sup>2</sup>
MUS486	Orchestration and Arranging
MUS490	Choral Conducting
MUS491	Instrumental Conducting

*Music Education Courses:*

MUS292	String Methods
MUS293	Brass Methods
MUS294	Woodwind Methods
MUS295	Percussion Methods

*Required Electives: (Performance Courses)*

Primary Applied Music	7 credits
Secondary Applied Music	2 credits
Music Ensembles	7 credits

*Music education majors must satisfy Piano Proficiency and Senior Recital requirements prior to the student teaching semester.*

*Professional Preparation Courses<sup>1</sup> (24–27 credits)*

ED221	Introduction to American Education
SE320	Computers in the Classroom
ED402	School Law <sup>3</sup>
PSY100	General Psychology
SOC100	Introduction to Sociology
PSY360	Psychology of Learning
G243	Intro. to Geography
H121–122	History of Western Civilization
MUS392	Teaching Music/Elementary School
MUS393	Teaching Music/Secondary School
	Reading Skills Test <b>OR</b>
ED356	Reading in the Content Areas <b>OR</b>
SE360	Reading and Writing Across the Curriculum

*Professional Semester<sup>1,4</sup>*

ED401	Instructional Media
ED404	Student Teaching <b>OR</b>
ED406	Directed Professional Education Experience <sup>5</sup>
SE412	Practicum in Student Teaching
SE414	Teaching Exceptional and Multicultural Students

**Notations:**

<sup>1</sup>Grades earned must be a “2” (C) or better. This includes *all* courses in field of major study.

<sup>2</sup>Required for voice and piano majors. Instrumental majors choose another 3 credit music elective.

<sup>3</sup>ED402–School Law must be scheduled the term immediately prior to the Professional Semester.

<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.80 before admittance into the Professional Semester.

<sup>5</sup>Taken as an option to ED404 by students seeking the degree without certification.

**General Music Education (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
Music Theory I	3
Sight Singing I	1
Introduction to Music Literature	3
Diction for Singers	3
Primary Applied Music	2
Secondary Applied Music	1
Music Ensemble	2
English Composition (E101 and E200)	6
General Psychology	3
Area V Distribution Requirement	3
Physical Education	2
Information Literacy	2
Area IV Distribution Requirement	<u>3</u>
	34
 <i>Sophomore Year</i>	 <i>Credits</i>
Music Theory II, III	6
Sight Singing II, III	2
Music History I, II	6
Primary Applied Music	2
Secondary Applied Music*	1
Music Ensemble	2
String Methods	1
Brass Methods	1
Introduction to Geography	3
Human Communication	3
Introduction to Sociology	3
Introduction to American Education	3
Critical Thinking/Problem Solving in Math	<u>3</u>
	36
 <i>Junior Year</i>	 <i>Credits</i>
Music Theory IV	3
Sight Singing IV	1
Primary Applied Music	2
Music Ensemble	2
Music in Elementary School	3
Music in Secondary School	3
Woodwinds Methods	1
Percussion Methods	1
Computers in the Classroom	1
Area III Distribution Requirements	6

\*Students must continue to take applied piano until the piano proficiency is passed, regardless of how many credits have been accumulated.

Area V Distribution Requirement	3
Choral Conducting	3
Reading Skills Option	0
Form and Analysis	3
Area IV Distribution Requirement	<u>3</u>
	35
<i>Senior Year</i>	<i>Credits</i>
Instrumental Conducting	3
Orchestration/Arr.	3
Primary Applied Music	1
Music Ensemble	1
Recital	0
School Law	2
History of Western Civilization I or II	3
Psychology of Learning	<u>3</u>
	16
<i>Spring</i>	<i>Credits</i>
Instructional Media	2
Student Teaching (K-12) <b>OR</b>	8
Directed Professional Education Experience	
Teaching Exceptional/Multicultural Students	2
Practicum in Student Teaching	<u>1</u>
	13

### **Bachelor of Arts in Secondary Education–Social Studies**

#### ***Requirements for Graduation:***

To be eligible for graduation, students majoring in Secondary Education–Social Studies must complete all program requirements including a minimum of 128 credits, achieve a cumulative grade point average of 2.8 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in education must maintain a 2.0 grade point average in the core course requirements.

#### ***Required Courses in Secondary Education–Social Studies:***

Discipline Certification Requirements:<sup>2</sup>

ANT210	Physical Anthropology <b>OR</b>
ANT220	Cultural Anthropology
ECO200	Principles of Economics–Macro <b>OR</b>
ECO201	Principles of Economics–Micro
G243	Introduction to Geography
G341	Geography of North America

H121	History of Western Civilization I
H122	History of Western Civilization II
H221	History of American Civilization I <sup>1</sup>
H222	History of American Civilization II <sup>1</sup>
PS141	American Government
PS242	State and Local Government
SOC220	American Social Problems <sup>1</sup>

Social Studies Theme Area (Choose 12 credits from one area):<sup>2</sup>

*Geography and Earth Science:*

G344	Economic Geography
G345	Urban Geography
ESS152	Earth/Space Science
BIO122	Environmental Biology

*Behavioral Science:*

ANT210	Physical Anthropology <b>OR</b>
ANT220	Cultural Anthropology (Whichever not previously taken)
SOC230	Development of Social Theory <b>OR</b>
SOC235	Contemporary Social Theory
SOC315	Ethnic and Minority Relations
SOC410	Population Trends

*European History:* Any course, H200 and above

*American History:* Any course, H300 and above

*Non-Western History and Government:* Any course, H200 and above

*Political Science:* Any course, PS300 and above

Professional Preparation Courses<sup>2</sup>

ED221	Introduction to American Education
ED402	School Law <sup>3</sup>
PSY100	General Psychology
PSY360	Psychology of Learning
SE320	Computers in the Classroom
SE350	Secondary School Experience
SE351	Teaching Strategies
SE352	Teaching Social Studies in the Secondary School
	Reading Test Skills <b>OR</b>
ED356	Reading in the Content Areas <b>OR</b>
SE360	Reading/Writing Across the Curriculum
SOC100	Introduction to Sociology

*Professional Semester<sup>2,4</sup>*

ED401	Instructional Media
ED404	Student Teaching <b>OR</b>
ED406	Directed Professional Education Experience <sup>5</sup>

SE412	Practicum in Student Teaching
SE414	Teaching Exceptional and Multicultural Students

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Notations:

<sup>1</sup>Satisfies Area Distribution Requirements

<sup>2</sup>Grade earned must be a "2" (C) or better. This includes *all* courses in field of major study.

<sup>3</sup>ED402–School Law must be scheduled the term immediately prior to the Professional Semester.

<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.80 before admittance into the Professional Semester.

<sup>5</sup>Taken as an option to ED404 by students seeking the degree *without* certification.

### Secondary Education–Social Studies (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
History of Western Civilization I and II	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Sociology	3
General Psychology	3
Area I Distribution Requirements	6
Physical Education	<u>2</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Introduction to American Education	3
Psychology of Learning	3
Area III Distribution Requirements	6–8
Area V Distribution Requirements	6
American Civilization I and II	6
American Government	3
State and Local Government	<u>3</u>
	33–35

<i>Junior Year</i>	<i>Credits</i>
Anthropology	3
American Social Problems	3
Introduction to Geography	3
Geography of North America	3
Social Studies Theme Area	6
Computers in the Classroom	1
Secondary School Experience	3
Teaching Strategies	3
Free Electives	<u>6</u>
Reading Skills Option	31



<i>Senior Year</i>	<i>Credits</i>
Principles of Economics	3
Social Studies Theme Area	3–6
Teaching Social Studies in Secondary School	3
School Law*	2
Free Electives	6
<i>Professional Semester (A 2.80 GPA, or greater, required)</i>	
Instructional Media ED401	
Student Teaching ED404 <b>OR</b>	
Directed Professional Education Experience ED406	
Practicum in Student Teaching SE412	
Teaching Exceptional/Multicultural Students SE414	<u>13</u>
	30

### **Bachelor of Science in Secondary Education–Biology**

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Secondary Education–Biology must complete all requirements including a minimum of 137 credits, achieve a cumulative grade point average of 2.8 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in education must maintain a 2.0 grade point average in the core course requirements.

#### **Required Courses in Secondary Education–Biology:**

##### **Discipline Certification Requirements:<sup>2</sup>**

BEH260	Statistics
CHM134	General Chemistry I
CHM136	General Chemistry II
CHM234	Organic Chemistry
CHM236	Organic Chemistry <b>OR</b>
BIO350	Biochemistry
PHY110	General Physics I
ESS152	Earth & Space Science

##### **Biology Required Courses:<sup>2</sup>**

BIO150	Biology I
BIO152	Biology II
BIO200	Introduction to Scientific Research
BIO230	Microbiology <sup>1</sup>

\*School Law must be taken the semester prior to the Professional Semester.

BIO240	Genetics
BIO300	Ecology
BIO400	Senior Thesis
BIO____	Biology Elective

Professional Preparation Courses<sup>2</sup> (24–27 credits)

PSY100	General Psychology
SOC100	Introduction to Sociology
PSY360	Psychology of Learning
ED221	Introduction to American Education
SE320	Computers in the Classroom
ED402	School Law <sup>3</sup>
SE350	Secondary School Experience
SE351	Teaching Strategies
SE354	Teaching Science
	Reading Skills Test <b>OR</b>
ED356	Reading in the Content Areas <b>OR</b>
SE360	Reading/Writing Across the Curriculum

*Professional Semester*<sup>2,4</sup>

ED401	Instructional Media
ED404	Student Teaching <b>OR</b>
ED406	Directed Professional Education Experience <sup>5</sup>
SE412	Practicum in Student Teaching
SE414	Teaching Exceptional and Multicultural Students

## Notations:

<sup>1</sup>Satisfies Area Distribution Requirements<sup>2</sup>Grade earned must be a "2" (C) or better. This includes *all* courses in field of major study.<sup>3</sup>ED402–School Law must be scheduled the term immediately prior to the Professional Semester.<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.80 before admittance into the Professional Semester.<sup>5</sup>Taken as an option to ED404 by students seeking the degree without certification.**Secondary Education–Biology (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Applied Calculus	3
Human Communication	3
Information Literacy	2
Introduction to Sociology	3
Biology I and II	8
General Chemistry I and II	8
Area V Distribution Requirement	<u>3</u>
	36

<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Scientific Research	3
Genetics	4
Physical Education	2
Organic Chemistry I and II (or Organic Chemistry I and Biochemistry)	8
Introduction to American Education	3
General Psychology	3
Area I Distribution Requirements	6
Area V Distribution Requirements	<u>6</u>
	35
<i>Junior Year</i>	<i>Credits</i>
Ecology	4
Microbiology	4
General Physics I and Earth/Space Science	7
Psychology of Learning	3
Statistics	3
Secondary School Experience	3
Teaching Strategies	3
Computers in the Classroom	1
Free Elective	3
Teaching General Science	3
Teaching Science in Secondary School	3
Physical Education	<u>1</u>
	38
<i>Senior Year</i>	<i>Credits</i>
Senior Thesis	1
Biology Elective	4
Reading and Writing Across Curriculum	1
School Law*	2
Free Electives	6
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
<i>Professional Semester (A 2.80 GPA, or greater, required)</i>	
Practicum in Student Teaching	1
Instructional Media	2
Teaching Exceptional/Multicultural Students	2
Student Teaching <b>OR</b>	
Directed Professional Education Experience	<u>8</u>
	33

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\*School Law must be taken the semester prior to the Professional Semester.

**Bachelor of Science in Secondary Education—General Science****Requirements for Graduation:**

To be eligible for graduation, students majoring in Secondary Education—General Science must complete all program requirements including a minimum of 124 credits, achieve a cumulative grade point average of 2.8 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in education must maintain a 2.0 grade point average in the core course requirements.

**Required Courses in Secondary Education—General Science****Discipline Certification Requirements:<sup>2</sup>**

CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics I <b>AND</b>
PHY112	General Physics II <b>OR</b>
PHY160	Engineering Physics I <b>AND</b>
PHY162	Engineering Physics II
ESS152	Earth/Space Science
BIO150	Biology I
G243	Introduction to Geography
IFS105	Personal Productivity Computing <b>OR</b>
IFS275	Information System Technology <b>OR</b>
MAT230	Exploring Mathematics with the Computer

Plus one of the following sequences:

MAT171 & MAT172 **OR** MAT105 & MAT108

Specialization Courses (6 to 8 credits required from one of the following areas):<sup>2</sup>

*Biology*

BIO120	Field Natural History
BIO122	Environmental Biology
BIO152	Biology II <sup>1</sup>
BIO230	Microbiology <sup>1</sup>
BIO240	Genetics <sup>1</sup>
BIO308	Animal Physiology
BIO302	Zoology
BIO304	Botany

*Chemistry*

CHM102	Chemistry and Society
CHM234	Organic Chemistry I
CHM236	Organic Chemistry II
CHM336	Quantitative Analytical Chemistry
CHM338	Instrumental Analytical Chemistry

*Physics*

EGR146	Engineering Graphics
ME250	Statics
ME252	Dynamics
ME264	Strength of Materials
PHY162	Engineering Physics III
PHY262	Engineering Physics IV

(MAT171 and MAT172 are required with the Physics option)

Professional Preparation Courses<sup>2</sup> (24–27 credits)

PSY100	General Psychology
SOC100	Introduction to Sociology
PSY360	Psychology of Learning
ED221	Introduction to American Education
SE320	Computers in the Classroom
ED402	School Law <sup>3</sup>
SE350	Secondary School Experience
SE351	Teaching Strategies
SE354	Teaching General Science
	Reading Skills Test <u>OR</u>
SE356	Reading in the Content Areas <u>OR</u>
SE360	Reading/Writing Across the Curriculum

*Professional Semester<sup>2,4</sup>*

ED401	Instructional Media
ED404	Student Teaching <u>OR</u>
ED406	Directed Professional Education Experience <sup>5</sup>
SE412	Practicum in Student Teaching
SE414	Teaching Exceptional and Multicultural Students

## Notations:

<sup>1</sup>Satisfies Area Distribution Requirements

<sup>2</sup>Grade earned must be a “2” (C) or better. This includes *all* courses in field of major study.

<sup>3</sup>ED402–School Law must be scheduled the term immediately prior to the Professional Semester.

<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.80 before admittance into the Professional Semester.

<sup>5</sup>Taken as an option to ED404 by students seeking the degree without certification.

**Secondary Education–General Science (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Area IV Distribution Requirements	6
Math (Alg. or Trig. or Calc. I or Calc. II)	3
Information Literacy	2
Introduction to Sociology or General Psychology	3
Area V Distribution Requirements	6
Human Communication	3
Physical Education	<u>2</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Sociology or General Psychology	3
Introduction to American Education	3
Psychology of Learning	3
Area I Distribution Requirements	6
Area of Specialization	6-8
Free Electives	<u>11</u>
	32-34
<i>Junior Year</i>	<i>Credits</i>
Free Elective	3
General Chemistry I & II	8
Earth and Space Science	3
Biology I	4
Introduction to Geography	3
IFS105 or IFS275 or MAT230	3
Computers in the Classroom	1
Secondary School Experience	3
Teaching Strategies	<u>3</u>
Reading Skills Option	31
<i>Senior Year</i>	<i>Credits</i>
Teaching Science	3
General Physics or Engineering Physics	8
Free Electives	4
School Law*	2
<i>Professional Semester (A 2.80 GPA, or greater, required)</i>	
Instructional Media ED401	
Student Teaching ED404 <b>OR</b>	
Directed Professional Education Experience ED406	
Practicum in Student Teaching SE412	
Teaching Exceptional/Multicultural Students SE414	<u>13</u>
	30

### **Bachelor of Science in Secondary Education—Mathematics**

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Secondary Education—Mathematics must complete all program requirements including a minimum of 125 credits, achieve a cumulative grade point average of 2.8 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in education must maintain a 2.8 grade point average in the requirements of the major.

Discipline Certification Requirements:<sup>2</sup>

MAT172 Analytical Geometry and Calculus II<sup>1</sup>

\*School Law must be taken the semester prior to the Professional Semester.

MAT230	Exploring Math with Computers
MAT250	Elementary Statistics
MAT260	Elementary Linear Algebra
MAT271	Analytical Geometry and Calculus III
MAT272	Differential Equations
MAT280	Mathematical Structures
MAT345	Modern Geometry
MAT390	History of Mathematics

Mathematics Elective<sup>2</sup> (3 credits)

MAT350, MAT361, MAT371, MAT440, MAT470, MAT473, MAT477,  
MAT480, MAT490, MAT496

Any two of the following:

CHM134–136, ME250–252, PHY160–162, PHY260–262

Professional Preparation Courses<sup>2</sup> (24–27 credits)

PSY100	General Psychology
SOC100	Introduction to Sociology
PSY360	Psychology of Learning
ED221	Introduction to American Education
SE320	Computers in the Classroom
ED402	School Law <sup>3</sup>
SE350	Secondary School Experience
SE351	Teaching Strategies
SE355	Teaching Mathematics
	Reading Test Skills <b>OR</b>
ED356	Reading in the Content Areas <b>OR</b>
SE360	Reading/Writing Across the Curriculum

*Professional Semester<sup>2,4</sup>*

ED401	Instructional Media
ED404	Student Teaching <b>OR</b>
ED406	Directed Professional Education Experience <sup>5</sup>
SE412	Practicum in Student Teaching
SE414	Teaching Exceptional and Multicultural Students

Notations:

<sup>1</sup>Satisfies Area Distribution Requirements

<sup>2</sup>Grade earned must be a “2” (C) or better. This includes *all* courses in field of major study.

<sup>3</sup>ED402–School Law must be scheduled the term immediately prior to the Professional Semester.

<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.80 before admittance into the Professional Semester.

<sup>5</sup>Taken as an option to ED404 by students seeking the degree without certification.

### Secondary Education–Mathematics (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Calculus I and II	8
Information Literacy	2

Human Communication	3
General Psychology	3
Introduction to Sociology	3
Area I Distribution Requirements	6
Physical Education	<u>2</u>
	33
<i>Sophomore Year</i>	<i>Credits</i>
Introduction to American Education	3
Psychology of Learning	3
Calculus III	4
Differential Equations	4
Exploring Math with Computers	3
Elementary Linear Algebra	3
CHM134-136 or ME250-252 or PHY162-262	8
Free Elective	<u>3</u>
	31
<i>Junior Year</i>	<i>Credits</i>
Statistics	3
Mathematical Structures	3
Modern Geometry	3
History of Mathematics	3
Secondary School Experience	3
Secondary Teaching Strategies	3
Computers in the Classroom	1
Area IV Distribution Requirements	6
Area V Distribution Requirements	6
Free Elective	<u>3</u>
Reading Skills Option	34
<i>Senior Year</i>	<i>Credits</i>
School Law*	2
Teaching Mathematics	3
Mathematics Elective	3
Free Electives	6
<i>Professional Semester (A 2.80 GPA, or greater, required)</i>	
Instructional Media	2
Student Teaching <b>OR</b> Directed Professional Education Experience	8
Practicum in Student Teaching	1
Teaching Exceptional/Multicultural Students SE414	<u>2</u>
	27

**Non-Degree Certificate for Early Childhood Education (27 credits)**

CM104	Human Communication
EE210	Early Childhood Curriculum
EE211	Practicum in Early Childhood Education

\*School Law must be taken the semester prior to the Professional Semester.



ED221	Introduction to American Education
ED310	Physical Education and Recreational Activities
EE207	Literacy Development in Young Children
PSY320	Developmental Psychology
E101	English Composition
CM150	Sign Language
ART396	Art Education for Elementary Teachers
Additional Course Recommended: Spanish I	

Grade earned must be a "2" or better for all courses.

## **Bachelor of Science in Sport Management**

### *General Information on the Sport Management Program*

The Sport Management program at York College of Pennsylvania is unique because of its comprehensive and interdisciplinary design. The program recognizes the varied career opportunities in the field of sport and prepares students by requiring them to take eight courses reflective of the breadth of the Sport Management field. The program also requires a nine-credit work experience and the completion of a concentration in an additional academic discipline. These concentrations include Accounting, Aquatic Facility Management, Entrepreneurial Studies, Human Resource Management, Information Systems, International Business, Management, Marketing, Operations Management, Public Relations, Retailing, Security, and Speech Communication.

The Sport Management faculty consists of experienced practitioners and researchers in the field of Sport Management who take great pride in offering informative and challenging classroom experiences. The faculty's vast network of professional contacts allows for numerous sites for work experiences.

### *Mission of the Sport Management Major*

The mission of the York College of Pennsylvania Sport Management major is to provide students with a positive environment, rich in academic and practical experiences, oriented toward developing comprehensive leadership and technical skills that are applicable to the diverse career opportunities in the sport management industry.

### *Sport Management Program Goals*

The goals of the York College of Pennsylvania Sport Management Major are to:

- prepare students for management positions in the various segments of the Sport Management career field
- provide a comprehensive sport management curriculum with concentrations in other academic disciplines
- adhere to curricular guidelines set forth by NASPE/NASSM for Undergraduate Sport Management Programs
- develop graduates with strong communication and organizational skills in preparation for the multi-faceted prospects of working with individual clients and large groups of interested constituents
- provide opportunities wherein decision-making and critical thinking skills are called upon thereby preparing students for the uncertainties and demands of real-world circumstances

- develop, plan, and execute Sport Management courses that reflect the current trends and professional practices in the Sport Management field
- prepare students for graduate work with a particular focus in the area of Sport Management
- provide practical work experiences in professional settings that are consistent with students' professional aspirations
- accommodate students from other disciplines who have an interest in taking courses with sport-related topics
- cultivate a professional network of York College graduates within the field of Sport Management for the purpose of perpetuating the growth of the program, field experience sites, and employment opportunities for Sport Management majors
- maintain a strong strategic planning component focusing on emerging trends, changing demands, and employment opportunities founded in an advisory board consisting of leading professionals in the field of Sport Management
- become one of the top undergraduate Sport Management programs in the country by committing to excellence in every aspect of the Sport Management program

### **Requirements for Graduation:**

To be considered for graduation, students majoring in Sport Management must complete all program requirements including a minimum of 125 credits, earn an overall GPA of 2.0 and complete the General Education Requirements of the College. Courses used to complete General Education Requirements may not be taken on a pass/fail basis and credits earned in E100 and ED104 may not be applied to degree requirements. In addition, Sport Management majors must achieve a minimum grade of a 2 "C" in all required courses in the major.

In order to be eligible for placement in a work experience during his or her senior year, the student must also achieve a 2.7 GPA. Should a candidate not be eligible, an alternate program may be pursued allowing the student to graduate with the degree in Sport Management, but without the invaluable and marketable experience provided by the supervised work experience.

### **Required courses for the Sport Management Major:**

Common Core Requirements (16 credit hours)

E101	English Composition
E200	Writing about Literature
CM104	Human Communications
IFL101	Information Literacy
MAT111	Critical Thinking and Problem Solving in Math
PE	Physical Education

Area Distribution Requirements (24 credits)

Area I	Fine Arts and Humanities
Area II	Social and Behavioral Sciences
Area III	Laboratory Sciences
Area IV	American Civilization/Government and Western Civilization
Area V	International Studies/Foreign Language

## Sport Management Courses for Major:

SPM101	History/Philosophy of Sport
SPM201	Introduction to Sport Management
SPM310	Sport Behavior
SPM320	Sport Administration/Management
SPM330	Sport Marketing
SPM340	Financing of Sport Operations
SPM350	Public/Media Relations in Sport
SPM420	Facility/Event Management
SPM425	Sport Law
SPM475	Ethics/Current Issues in Sport
SPM480	Work Experience in Sport Management
ACC220	Financial Accounting
BIO112	Fundamentals of Biology (Area III)
CM221	Public Relations
ECO200	Macro Economics
MGT250	Principles of Management
MKT200	Principles of Marketing
PE134	Concepts of Physical Education

**Sport Management (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101)	3
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
History/Philosophy of Sport	3
Concepts of Physical Activity	1
Area II Distribution Requirement	3
Writing about Literature	3
Introduction to Sport Management	3
Sport Behavior	3
Area I Distribution Requirement	3
Area IV Distribution Requirement	3
PE Course Requirement	<u>1</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Public Relations	3
Elementary Accounting I	3
Macro Economics	3
Area V Distribution Requirement	3
PE Course Requirement	1
Public/Media Relations in Sport	3
Financing of Sport Operations	3
Principles of Marketing	3

Principles of Management	3
Area V Distribution Requirement	<u>3</u>
	31
<i>Junior Year</i>	<i>Credits</i>
Facility/Event Management	3
Sport Marketing	3
Fundamentals of Biology	3
Concentration Course	3
Concentration Course	3
Free Elective	3
Sport Administration/Management Processes	3
Sport Law	3
Concentration Course	3
Concentration Course	3
Area I Distribution Requirement	3
Area II Distribution Requirement	<u>3</u>
	36
<i>Senior Year</i>	<i>Credits</i>
Area III Distribution Requirement	3
Area IV Distribution Requirement	3
Free Electives	9
Ethics/Current Issues in Sport	3
Work Experience in Sport Management	<u>9</u>
	27

## DEPARTMENTAL MINORS

### Minor in Special Education

	<i>Credits</i>
SPE336 Learning Disabled Students K-6*	3
SPE337 Learning Disabled Students 7-12	3
SPE340 Counseling in Special Education K-12**	3
PSY365 Psychological Testing and Assessment	3
SPE100 Assistive Devices and Technology	1
SPE101 Attention Deficit/Hyperactivity	1
SPE200 Pervasive Development Disorder/Autism	1
SPE201 Gifted	1
SPE300 The Inclusion Classroom K-12	1
SPE301 Literacy Through the Arts K-12	<u>1</u>
	18

Please contact Dr. Mary-Louise Hooper in LS338 or the Department of Education in A310 and see your advisor.

\*Prerequisite PSY100 or PSY150

\*\*Prerequisite PSY100



## DEPARTMENT OF ENGLISH AND HUMANITIES

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**T**he Department of English and Humanities offers baccalaureate degree programs in English, Humanities, and Spanish, and in conjunction with the Department of Education it offers programs which qualify Secondary Education majors for Pennsylvania certification to teach either English or Communication courses in secondary schools. Within the English major students may also select either a Literature, Theatre or a Writing Concentration. In addition, the Department offers an Associate degree in Languages and in Philosophy/Religion.

These programs are designed to prepare students for careers requiring analytical, presentational, and communication skills, pre-professional preparation for a variety of positions in publishing, law, state and federal service, commerce, and graduate education in English, Humanities, and Spanish. The Department embraces several language-centered disciplines which are concerned with human values and experiences and the oral and written interpretation of texts. Majors in English and Humanities learn to ask questions, think critically, analyze data, synthesize information, and communicate ideas effectively. Disciplines represented here encourage versatility, flexibility, and the ability to learn new concepts.

### BACCALAUREATE DEGREE PROGRAMS

#### **Bachelor of Arts Degree in English**

##### ***Requirements For Graduation:***

To be eligible for graduation, students majoring in English must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residence requirement and complete the General Education Requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, English majors must complete two semesters of one foreign language and one course in philosophy.

##### ***The requirements of the English major with a Literature Concentration (36 credits):***

Group I (21 credits):

E256	History of the English Language
E281	American Literature to 1885 <b>OR</b>
E282	American Literature after 1885
E283	British Literature to 1750
E285	European Literature to 1600
E315	Advanced Composition
E323/E324	Shakespeare I <b>OR</b> Shakespeare II
E401	Senior Seminar

## Literature Electives (12 credits)

To be chosen from multiple offerings of regularly scheduled courses as described in the Course Descriptions in addition to Special Topics courses which appear occasionally such as: Literature of Terror, Women in Literature, Literary Theory, Southern Literature, African Literature, Major Authors and Traditions, etc.

## Advanced Speech Course (3 credits)

E205 Text Performance or Upper-Division Speech courses such as Persuasion, Group Discussion, or other classes to be discussed with your advisor.

## Philosophy (3 credits)

## Free Electives (25–27 credits)

**English (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Human Communication	3
Writing About Literature	3
Critical Thinking/Problem Solving Math	3
Information Literacy	2
Area I Distribution Requirements	6
Area II Distribution Requirements	6
Area V Distribution Requirements*	<u>6</u>
	32
<i>Sophomore Year</i>	<i>Credits</i>
Area III Distribution Requirements	6–8
Area IV Distribution Requirements	6
Physical Education	2
Literature Electives**	6
Free Electives	<u>12</u>
	32–34
<i>Junior Year</i>	<i>Credits</i>
Literature Electives**	9
Advanced Speech	3

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\*Students must obtain at least two semesters' credit in a single foreign language.

\*\*Literature electives must eventually include:

American Literature	Shakespeare
British Literature	Four additional literature courses
European Literature	

Students must receive a grade of "2" or better in each course within the major and in E101, E200 and CM104 to qualify for graduation.

Advanced Composition	3
Philosophy Elective	3
Free Electives	<u>12</u>
	30

<i>Senior Year</i>	<i>Credits</i>
English Seminar	3
Literature Electives**	9
History of the English Language	3
Free Electives	<u>15</u>
	30

**The requirements of the English major with a Writing Concentration (45 credits):**

Group I (21 credits):

E256	History of the English Language
E281	American Literature to 1885 <b>OR</b>
E282	American Literature after 1885
E283	British Literature to 1750
E285	European Literature to 1600
E315	Advanced Composition
E323	Shakespeare I <b>OR</b>
E324	Shakespeare II
E401	Senior Seminar

Group II (12 credits):

E220	Communication & Report Writing
E222	Technical Writing
E271	Journalism
E310	Creative Writing
E370 etc.	Special Topics in Creative Writing (topics and course numbers vary, i.e., Writing Children's Literature, Advanced Poetry Writing, Playwriting, Advanced Non-Fiction Prose)
CM332	Media Writing
E498 & E499	Independent Study in Writing

Group III (12 credits):

E450	Communication Internship (Writing Emphasis)
E451	Communication Internship (Writing Emphasis)
	Literature or English/Humanities Electives

Free Electives: (16–18 credits)

**The requirements of the English major with a Theatre concentration (51–52 credits):**

Group I (21 credits):

E256	History of the English Language
E281 or E282	American Literature

E283 or E284	British Literature
E285 or E286	European Literature
E310 or E370	Creative Writing
E232	Shakespeare I or E234 Shakespeare II
E401	Senior Seminar

Group II (24–25 credits):

E205	Text Performance
E254	Introduction to Theatre
E258	Stagecraft
E262	Acting
E316	Introduction to Film
E350–353	Theatre Practicum
E354	History of Theatre
E416	Modern Drama

Group III (6 credits):

E498	Independent Study (Directing)
E499	Independent Study (Adv. Acting) <b>OR</b>
E360	Summer Theatre Workshop

Free Electives (24–27 credits)

### **Bachelor of Arts Degree in Humanities**

The Humanities Program at York College is a multidisciplinary program that exposes students to areas such as art, foreign languages, literature, music, philosophy and religion, theatre, history, and the social sciences. A student who decides to major in the humanities accepts an invitation to intellectual adventure and self-exploration. Along the way, he or she will master the essentials of reasoning and argument, be exposed to the history of ideas, and learn to apply critical thinking skills to current events and ethical conflicts. A humanities major, besides being personally enriching, will deepen your appreciation of ideas, develop your skill at reasoning and argument, and will expose you to diverse perspectives and world views. A major in the humanities is a valuable preparation for any career path. Humanities majors learn to read critically, to write cogently and to approach issues broadly and from a variety of different perspectives. Law and medical schools have long recognized the need for students trained in the humanities and for the last decade the corporate world has actively sought humanities majors because of the breadth of their education and their communication and analytical skills.

Through their choices in courses, humanities majors can construct a program that best suits their needs and interests. The foundation courses include courses in western civilization, philosophy, music, art, theatre, religion, and literature. These foundation courses prepare the humanities major for more focused, in-depth course work in their junior and senior years. Humanities majors gain more focus in their studies by selecting a major concentration. Majors may concentrate in philosophy and religion,



arts and letters, or with permission of their advisor can create a student-initiated concentration. Majors are encouraged to develop their own interests by pursuing two interdisciplinary independent studies. The Humanities Seminar provides an additional opportunity for majors to further their intellectual development.

### ***Requirements For Graduation:***

To be eligible for graduation, students majoring in Humanities must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, Humanities majors may not take any course offered by the department on a pass/fail basis.

### ***The required courses for the Humanities major are:***

Western Civilization I and II (6 credits)

Four courses chosen from the following: (12 credits)

P221	Introduction to Philosophy	<b>OR</b>	P226	History of Western Philosophy
MUS200	Music Appreciation			
ART101	Art Appreciation			
E254	Introduction to Theatre			
P265	Living Religions			
E160	Introduction to Literature			

Language Requirement (6 credits)

Humanities majors must earn at least six credits in one foreign language.

Junior year independent study (3 credits)

Senior year independent study (3 credits)

The two independent studies must be interdisciplinary in nature and should demonstrate the student's ability to unify and synthesize the various disciplines of the Humanities studies. Prior to undertaking the independent studies, students must prepare a written proposal outlining their project. This proposal must be reviewed and approved by the professor guiding the independent study and by a second professor from a different discipline. The senior year independent study should be undertaken in the fall semester of the senior year and the Humanities Seminar should be taken in the spring semester of the senior year.

Humanities Seminar (3 credits)

Major Concentration (30 credits)

Major concentrations can be in the following areas:

- a. Philosophy/Religion: 10 courses in Philosophy/Religion
- b. Arts and Letters: 10 courses drawn from Literature, Art, Music, Theatre, and History, approved by the major advisor. Not to exceed 9 credits in studio courses (drawing, painting, music, etc.)
- c. Student-Initiated Concentration

## Major Concentration (continued)

- At least five of the ten courses included in the major concentration must be at the 300 level or higher.
- No more than one independent study can be included as part of the major concentration.
- The following requirements must be fulfilled before students can opt for the student-initiated major concentration:
  - a. Students must have a 3.0 overall GPA or higher upon completion of 45 credits.
  - b. Students must submit a proposal to two professors outlining the ten courses to be included in the major concentration and providing a rationale for their inclusion.

## Humanities (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Human Communication	3
Writing About Literature	3
Critical Thinking/Problem Solving Math	3
Information Literacy	2
Area IV Distribution Requirements	6
Area I Distribution Requirements	6
Foreign Language	<u>6</u>
	32

<i>Sophomore Year</i>	<i>Credits</i>
Area III Distribution Requirement	3-4
Area II Distribution Requirements	6
Physical Education	2
Western Civilization I and II	6
Foundation Courses*	12
Free Elective	<u>3</u>
	32-33

<i>Junior Year</i>	<i>Credits</i>
Area III Distribution Requirement	3-4
Junior Year Independent Study	3
Major Concentration	18
Free Electives	<u>6</u>
	30-31

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\*Humanities majors must take four courses chosen from Introduction to Philosophy *or* History of Western Philosophy, Music Appreciation, Art Appreciation, Introduction to Theatre, Living Religions, Introduction to Literature.

<i>Senior Year</i>	<i>Credits</i>
Senior Year Independent Study	3
Humanities Seminar	3
Major Concentration	12
Free Electives	<u>10–12</u>
	28–30

### **Bachelor of Arts Degree in Secondary Education–English or Communications**

The Secondary Education–English or Communications program is designed to prepare students for a career in teaching English at the Secondary school level. The program includes coursework in the following areas: General Education requirements, English and Humanities Department requirements, specialization courses or English elective courses, professional preparation courses, and a professional semester of student teaching. This program provides instruction and practical experiences in determining effective instructional approaches in the teaching of particular components of the secondary school curriculum: language study, reading, literature, writing, listening, and speaking. Students develop an awareness of the many responsibilities faced by secondary English teachers and learn how to work within today's school environment to improve instructional effectiveness and efficiency. The education courses focus on the effectiveness of the teacher's methods and on the value of the students' learning experiences.

Coursework for the Secondary Education–English program includes 9 credit hours of English electives, with one course chosen from a selection of multicultural literature offerings. The Secondary Education–Communications program requires students to select a specialization area of either speech, media, or drama.

Students must apply for admission into the teacher education program according to the Education Department's guidelines. In addition, students must complete the Observation and Participation Program and pass the National Teacher Exam (see Department of Education for a complete description of teacher preparation requirements).

### **Bachelor of Arts Degree in Secondary Education–English**

#### ***Requirements For Graduation:***

To be eligible for graduation and certification with a Pennsylvania teaching certificate, students majoring in Secondary Education–English must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students must have earned a 2.8 cumulative grade point average to begin the Professional Semester, and may not take any of the courses offered by the department on a pass/fail basis.

**Required Courses in Secondary Education—English:**

## Discipline Certification Requirements:

- E160 Introduction to Literature
- E205 Text Performance
- E254 Introduction to Theatre **OR**
- E316 Introduction to Film
- E256 History of the English Language
- E281 American Literature to 1885<sup>1</sup> **OR**
- E282 American Literature after 1885<sup>1</sup>
- E283 British Literature to 1750<sup>1</sup> **OR**
- E284 British Literature after 1750<sup>1</sup>
- E315 Advanced Composition
- E320 Linguistics
- E323 Shakespeare I<sup>2</sup> **OR**
- E324 Shakespeare II<sup>2</sup>

English Electives (9 credits required from the following):<sup>2</sup>

- E203 African/American Literature
- E285 European Literature to 1600
- E286 European Literature Since 1600
- E291 Short Story
- E346 Literature and Society
- E347 Literature and Psychology
- E416 Modern Drama
- E426 African/American Literature after 1910

Professional Preparation Courses:<sup>2</sup>

- PSY100 General Psychology
- SOC100 Intro. to Sociology
- PSY360 Psychology of Learning
- ED221 Introduction to American Education
- SE320 Computers in the Classroom
- ED402 School Law<sup>3</sup>
- SE350 Secondary School Experience
- SE351 Teaching Strategies
- SE353 Teaching Communication Reading Skills Test **OR**
- ED356 Reading in the Content Area **OR**
- SE360 Reading and Writing across the Curriculum

Professional Semester:<sup>4</sup>

- ED401 Instructional Media
- ED404 Student Teaching **OR**
- ED406 Directed Professional Education Experience<sup>5</sup>
- SE412 Practicum in Student Teaching
- SE414 Teaching Exceptional and Multicultural Students

## Notations:

<sup>1</sup>Satisfies Area Distribution Requirements<sup>2</sup>Grade earned must be a "2" (C) or better. This includes all courses in field of major study.<sup>3</sup>ED402 must be scheduled the academic term immediately prior to the Professional Semester.<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.8 before admittance to the Professional Semester.<sup>5</sup>Taken as an option to ED404 by students seeking the degree without certification.**Secondary Education English (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Area IV Distribution Requirements	6
Critical Thinking/Problem Solving Math	3
Information Literacy	2
Introduction to Sociology	3
General Psychology	3
Area V Distribution Requirements	6
Physical Education	<u>2</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Intro. to American Education	3
Psychology of Learning	3
Area III Distribution Requirements	6-8
Introduction to Literature	3
American Literature	3
Text Performance	3
History of the English Language	3
Free Electives	<u>5</u>
	32-34

<i>Junior Year</i>	<i>Credits</i>
Introduction to Theatre or Film	3
British Literature	3
Computers in the Classroom	1
Secondary School Experience	3
Teaching Strategies	3
English Electives	6
Free Electives	<u>12</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Advanced Composition	3
Linguistics	3

Shakespeare I or II	3
School Law*	2
Teaching Communication	3
English Electives	3
<i>Professional Semester</i>	
Instructional Media ED401	
Student Teaching ED404 <b>OR</b>	
Directed Professional Education Experience ED406	
Practicum in Student Teaching SE412	
Teaching Except./Multi Cult. SE414	<u>13</u>
	30

### **Bachelor of Arts Degree in Secondary Education–Communications**

#### **Requirements For Graduation:**

To be eligible for graduation and certification with a Pennsylvania teaching certificate, students majoring in Secondary Education–Communication must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students must have earned a 2.8 cumulative grade point average to begin the Professional Semester, and may not take any of the courses offered by the department on a pass/fail basis.

#### **The required courses in Secondary Education–Communications:**

##### Discipline Certification Requirements:<sup>2</sup>

CM206	Communication Theory
CM211	Mass Communication
CM212	Public Speaking
E160	Introduction to Literature
E254	Introduction to Theatre
E256	History of the English Language
E281	American Literature to 1885 <sup>1</sup> <b>OR</b>
E282	American Literature after 1885 <sup>1</sup>
E283	British Literature to 1750 <sup>1</sup> <b>OR</b>
E284	British Literature after 1750 <sup>1</sup>
E256	History of English Language <b>OR</b>
E320	Linguistics
E323–E324	Shakespeare I <sup>2</sup> <b>OR</b> Shakespeare II <sup>2</sup>

\*School Law must be taken the semester prior to the Professional Semester.

Specialization Courses:<sup>2</sup> Choose One of the Following Areas (12 credits required)

*Speech:*

E205	Text Performance <b>OR</b>
CM304	Group Discussion
CM100-103	Public Speaking Practica
CM327	Persuasion
CM328	Organizational Communication
CM329	Interpersonal Communication
CM450	Internship
CM498	Independent Study

*Media:*

CM231	Radio Production I
CM132-135	Radio Practicum
CM242	Video Production I
CM332	Media Writing
CM340	News Writing/Production
CM355	Electronic News Reporting
CM450	Internship
CM498	Independent Study

*Drama:*

E258	Stagecraft
E262	Acting
E350-353	Theatre Practicum
E354	History of Theatre
E360	Theatre Arts Workshop
E416	Modern Drama

Professional Preparation Courses:<sup>2</sup>

PSY100	General Psychology
SOC100	Intro. to Sociology
PSY360	Psychology of Learning
ED221	Introduction to American Education
SE320	Computers in the Classroom
ED402	School Law <sup>3</sup>
SE350	Secondary School Experience
SE351	Teaching Strategies
SE353	Teaching Communication Reading Skills Test <b>OR</b>
ED356	Reading in the Content Areas <b>OR</b>
SE360	Reading and Writing across the Curriculum

Professional Semester:<sup>4</sup>

ED401	Instructional Media
ED404	Student Teaching <b>OR</b>
ED406	Directed Professional Education Experience <sup>5</sup>

SE412	Practicum in Student Teaching
SE414	Teaching Exceptional and Multicultural Students

## Notations:

<sup>1</sup>Satisfies Area Distribution Requirements<sup>2</sup>Grade earned must be a "2" (C) or better. This includes all courses in field of major study.<sup>3</sup>ED402 must be scheduled the academic term immediately prior to the Professional Semester.<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.8 before admittance to the Professional Semester.<sup>5</sup>Taken as an option to ED404 by students seeking the degree *without* certification.**Secondary Education Communication (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Area IV Distribution Requirements	6
Critical Thinking/Problem Solving Math	3
Information Literacy	2
Introduction to Sociology or General Psychology	3
Area V Distribution Requirements	6
Human Communication	3
Physical Education	<u>2</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Sociology or General Psychology	3
Intro. to American Education	3
Psychology of Learning	3
Area III Distribution Requirements	6-8
Free Electives	8
Area of Specialization	<u>9</u>
	32-34

<i>Junior Year</i>	<i>Credits</i>
Free Electives	6
Communication Theory	3
Mass Communication	3
Introduction to Literature	3
American or British Literature	3
History English Language or Linguistics	3
Area of Specialization	3
Computers in the Classroom	1
Secondary School Experience	3
Teaching Strategies	<u>3</u>
	31



<i>Senior Year</i>	<i>Credits</i>
Introduction to Theatre	3
Public Speaking	3
American or British Literature	3
Shakespeare I or II	3
*School Law	2
Teaching Communication	<u>3</u>
	17
<i>Professional Semester</i>	
Instructional Media ED401	
Student Teaching ED404 <b>OR</b>	
Directed Professional Education Experience ED406	
Practicum in Student Teaching SE412	
Teaching Except./Multi Cult. SE414	<u>13</u>
	30

### **Bachelor of Arts Degree in Spanish**

The Spanish major at York College is an applied language major that allows the student the opportunity to become proficient in the language and to select an area of concentration from a wide range of disciplines. This curriculum recognizes the demand in practically every work setting for individuals who are competent in Spanish. The primary emphasis in this major is the acquisition of Spanish language proficiency, the appreciation of Spanish and Spanish-American literature, and the understanding of the many cultures of the Spanish-speaking world. The secondary emphasis is on the application of this knowledge to an area of concentration in which the student plans to use Spanish in the future. Through their choices in courses, Spanish majors have the flexibility to construct a unique program that best suits their needs and interests.

Students are required to complete an independent research project or participate in an internship which serves as a capstone experience in the language. The study abroad requirement is an essential component to experiencing the Spanish language and culture firsthand. While a full semester abroad is recommended, participation in a brief, intensive immersion program abroad is also an option.

Because of the interdisciplinary nature of the major, the career direction of graduates from this program varies considerably. Students may wish to pursue graduate studies or enter a career in international relations, human services, or public relations, just to name a few.

### **Requirements For Graduation:**

To be eligible for graduation, students majoring in Spanish must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's

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\*School Law must be taken the semester prior to the Professional Semester.

residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

Spanish majors must complete at least six elective credits in Spanish in an approved study abroad program in a Spanish-speaking country.

**The requirements of the Spanish major are:**

**Group I: (33 credits)**

L281	Intermediate Spanish I
L282	Intermediate Spanish II
L284	Intermediate Conversational Spanish
L285	Reading Strategies in Spanish
L380	Adv. Oral/Written Spanish
L381	Introduction to Literature of Spain
L382	Introduction to Literature of Spanish America
L387	Spanish Civilization
L484	Advanced Spanish Grammar
L485	Spanish Linguistics
L488 <b>OR</b> L489	Independent Research <b>OR</b> Internship

**Group II: Spanish Electives (12 credits)**

Students must complete at least six of the twelve elective Spanish credits in an approved program of study abroad. These need not be completed in the same semester or in the same program. The remaining six credits may be completed on campus.

**Group III: Area of Concentration Electives (12 credits)**

Students will select 18 elective credits (no more than 6 at the 100 level) from an area of concentration of their choice and with the approval of Spanish-language faculty.

**Free Electives (19–21 credits)**

**Spanish (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Human Communication	3
Information Literacy	2
Critical Thinking/Problem Solving Math	3
Intermediate Spanish I & II	6
Area I Distribution Requirements	6
Area of Concentration Elective	3
Free Electives	<u>6</u>
	32

<i>Sophomore Year</i>	<i>Credits</i>
Area IV Distribution Requirements	6
Area II Distribution Requirements	6
Area III Distribution Requirements	6-8
Physical Education	2
Reading Strategies in Spanish	3
Intermediate Conversational Spanish	3
Writing about Literature	3
Area of Concentration Elective	<u>3</u>
	32-34

<i>Junior Year</i>	<i>Credits</i>
Introduction to Literature of Spain	3
Introduction to Literature of Spanish America	3
Advanced Oral & Written Spanish	3
Spanish Civilization	3
Area of Concentration Electives	6
Free Electives	<u>12</u>
	30

<i>Senior Year</i>	<i>Credits</i>
Advanced Spanish Grammar	3
Spanish Linguistics	3
Area of Concentration Electives	6
Independent Research or Internship in Spanish	3
Spanish Electives	12
Free Electives	<u>3</u>
	30

## ASSOCIATE DEGREE PROGRAMS

### Associate Degree in Philosophy

*The required courses for the Associate degree in Philosophy (62 credits):*

Required: (12 credits)

- P221 Introduction to Philosophy
- P231 Introduction to Logic
- P341 Ethics
- P361 Contemporary Philosophy

Free Electives: (18-19 credits)

General Education: (26-28 credits) (see General Education requirements for the Associate Degree)

**Philosophy (suggested course schedule)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E102)	6
Area III Distribution Requirement	3-4
Area II Distribution Requirement	3
Human Communication	3
Introduction to Philosophy	3
Critical Thinking/Problem Solving Math	3
Information Literacy	2
Physical Education	1
Area I Distribution Requirement	3
Area IV Distribution Requirement	<u>3</u>
	30
 <i>Sophomore Year</i>	 <i>Credits</i>
Area V Distribution Requirement	3
Introduction to Logic	3
Ethics	3
Contemporary Philosophy	3
Electives	18-19
Physical Education	<u>1</u>
	31-32

**DEPARTMENTAL MINORS**

The English and Humanities Department offers minors in English, Theatre, and Philosophy, as well as French, German, and Spanish. No minor is offered in Russian. Through careful planning and advising, students representing a variety of majors may elect a minor in these areas, thus acquiring valuable skills which will enhance their background, regardless of their primary field of study.

**English**

A Minor in English requires 18 credit hours in any SIX courses in literature and writing beyond the required composition courses.

**French**

L111	(3 credits)
L225	Intermediate French Conversation (3 credits)
L122	Elementary French II (3 credits)
L221-222	Intermediate French I and II (6 credits)
L321	French Literature I (3 credits) <b>OR</b>
L322	French Literature II (3 credits)

**German**

- L111 Introduction to Indo/European Languages (3 credits)
- Four semesters of Elementary and Intermediate level German (12 credits)
- One semester of German literature (3 credits)

**Spanish**

18 credit hours of Spanish beyond the Elementary level, at least 6 credits of which must be at the 300 level or above and include a literature class.

**Philosophy**

- P221 Introduction to Philosophy
- P222 Critical Thinking **OR** P231 Logic
- A course in Ethics (P223, P240, P341, P343, P345)
- Philosophy and Religion Electives (9 credits)
- (At least 6 of the 18 credits must be at the 300 level or higher.)

**Theatre**

A Minor in Theatre requires 18 credits with the following distribution:

- E258 Stagecraft (3 credits)
- E262 Acting (3 credits)
- E354 History of Theatre (3 credits)

Nine credit hours from the following:

- E205 Text Performance
- E254 Introduction to Theatre
- E323/E324 Shakespeare I **OR** II
- E350–353 Theatre Practicum
- E416 Modern Drama



## DEPARTMENT OF HISTORY AND POLITICAL SCIENCE

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**T**he Department of History and Political Science offers Baccalaureate degree programs in History and Political Science (with concentrations in Government, International Studies, Public Administration, and Urban Studies). These programs are designed to prepare students for a variety of careers and graduate study, including education, government, law, journalism, business, and medicine. An Associate Degree is also available in Political Science. Students may also pursue an academic minor in African and African-American Studies, American History, Geography, Government, International Relations, Public Administration, and World History. Because of its many offerings and its integral part in the College's general education program, the Department plays a unique curricular role at the College. The depth and breadth of its course offerings enable all students to develop a global perspective across time and space and to understand not only world cultural diversity, but also its interrelatedness, past and present.

### BACCALAUREATE DEGREE PROGRAMS

#### **Bachelor of Arts Degree in History**

This curriculum is built on the premise that a knowledge about the past provides us, collectively and individually, with a better sense of who we are and where we are heading. The study of History sharpens our skills as thinkers and writers, and it prepares us for a variety of roles in our lives. In addition to traditional courses of study, students majoring in History are afforded opportunities in oral history, public history, and a wide spectrum of internship experiences in museums and historic sites.

#### **Requirements For Graduation:**

To be eligible for graduation, students majoring in History must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in history must maintain a 2.0 grade point average in the course requirements of the major and receive a grade of "2" or better in all history courses.

#### **Required Courses in History Major (54 credits):**

Core Courses (15 credits):

H121	History of Western Civilization I
H122	History of Western Civilization II
H221	American Civilization I
H222	American Civilization II
H439 <u>OR</u> 440	History Seminar

## Required Electives (39 credits):

Students majoring in history must complete seven upper-division history courses, no more than two of which may be Special topics courses and/or Internships (21 credits)

## Support Courses (18 credits):

Students must choose SIX courses from any of the following areas:

Fine Arts & Humanities

International Studies

Social & Behavioral Sciences (including Anthropology, Geography, History,

Political Science, Psychology, Sociology)

## Elective Courses:

Students majoring in history must complete an additional 28–30 credits of free electives.

## International Studies/Foreign Language

Six credits are to be taken in one of these two areas. The foreign language option is encouraged, especially for those students considering graduate study. If foreign language is elected, six credits must be in one language.

**History (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Information Literacy	2
Critical Thinking and Problem Solving in Mathematics	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area III Distribution Requirements	6–8
History of Western Civilization I & II	6
Area V Distribution Requirements	6
	<u>32–34</u>
<i>Sophomore Year</i>	<i>Credits</i>
Writing About Literature	3
History of American Civilization I & II	6
Area I Distribution Requirement	3
Area II Distribution Requirement	3
History Elective	3
Support Courses	9
Elective Course	3
Physical Education	2
	<u>32</u>
<i>Junior Year</i>	<i>Credits</i>
History Electives	9
Elective Courses	9

Support Courses	9
Human Communication	<u>3</u>
	30
<i>Senior Year</i>	<i>Credits</i>
History Electives	9
Elective Courses	18
History Seminar	<u>3</u>
	30

### **Bachelor of Arts Degree in Political Science**

Political scientists study the formal and informal political processes that shape public policy. They combine both humanistic and scientific perspectives in order to understand the political behavior of individuals, groups, and nations.

Students majoring in political science at York College choose from four different areas of concentration: Government, Public Administration, International Studies, and Urban Studies. Through a variety of courses, students study American politics, political theory, comparative politics, international relations, public administration, and urban studies. Each of these areas of concentration provide students with a basis for informed participation in community organizations, electoral politics, and world affairs. They also receive a solid foundation for graduate study and a variety of careers. Typically, political science majors explore some of these career possibilities through internships with government agencies, law firms, and international businesses.

#### **Requirements For Graduation:**

To be eligible for graduation, students majoring in political science must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in political science must maintain a 2.0 grade point average in the course requirements of the major and receive a grade of "2" or better in all political science courses.

#### **Required Courses: American Government Concentration (51 credits):**

Political Science Core Requirements (21 credits)

PS100	Introduction to Political Science
PS141	American Government
PS260	Comparative Politics
PS262	Scope and Methods of Political Science
PS302	International Relations
PS360	Political Theory
PS450	Senior Seminar



## American Government Requirements (30 credits)

H221	History of American Civilization I
H222	History of American Civilization II
PS370	American Constitutional Thought

*One of the following:*

PS242	State and Local Government
G345	Urban Geography

*One of the following:*

PS362	The Congress
PS363	The President

*Two of the following:*

PS303	American Foreign Policy
PS305	Parties, Campaigns and Elections
PS312	Politics of Public Policy
PS361	American Political Thought

Two Political Science electives

**Political Science: American Government Concentration  
(suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area I Distribution Requirements	6
Area II Distribution Requirement	3
History of American Civilization I & II (Area IV)	6
Area V Distribution Requirements	6
Introduction to Political Science	<u>3</u>
	32
 <i>Sophomore Year</i>	 <i>Credits</i>
Writing About Literature	3
Area II Distribution Requirement	3
Area III Distribution Requirements	6–8
American Government	3
State & Local Government <u>OR</u> Urban Geography	3
Scope and Methods	3
Comparative Politics	3
Human Communication	3
Elective Course	3
Physical Education	<u>2</u>
	32–34

<i>Junior Year</i>	<i>Credits</i>
Political Theory	3
The Congress or The Presidency	3
Three of the following:	9
American Foreign Policy	
Parties, Campaigns and Elections	
Politics of Public Policy	
American Political Thought	
Elective Courses	<u>15</u>
	30
<i>Senior Year</i>	<i>Credits</i>
American Constitutional Thought	3
International Relations	3
Senior Seminar	3
Political Science Electives	6
Elective Courses	<u>15</u>
	30

**Required Courses: Public Administration Requirements (51 credits):**

Political Science Core Requirements (21 credits)

PS100	Introduction to Political Science
PS141	American Government
PS260	Comparative Politics
PS262	Scope and Methods of Political Science
PS302	International Relations
PS360	Political Theory
PS450	Senior Seminar

Public Administrator Requirements (30 credits)

PS151	Introduction to Public Administrator
PS242	State and Local Government
PS310	Decision Making in the Public Sector
PS312	Public Policy
G345	Urban Geography
PS352	Public Finance

*One of the following:*

H121	Western Civilization I
H122	Western Civilization II

*Two of the following:*

ACC220	Financial Accounting
ACC225	Managerial Accounting
MGT320	Human Resource Management
MGT325	Organizational Behavior
MGT330	Labor Relations

One Political Science Elective

**Political Science: Public Administration Concentration**  
**(suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area I Distribution Requirements	6
Area II Distribution Requirements	6
Western Civilization I & II	3
Introduction to Political Science	3
Area V Distribution Requirements	<u>6</u>
	32
<i>Sophomore Year</i>	<i>Credits</i>
Writing About Literature	3
Area III Distribution Requirements	6–8
American Government	3
Comparative Politics	3
Scope and Methods of Political Science	3
Human Communication	3
Introduction to Public Administration	3
State and Local Government	3
Elective Course	3
Physical Education	<u>2</u>
	32–34
<i>Junior Year</i>	<i>Credits</i>
International Relations	3
Political Theory	3
Decision Making/Public Sector	3
Accounting or Management Courses	6
Elective Courses	<u>15</u>
	30
<i>Senior Year</i>	<i>Credits</i>
Public Policy	3
Public Finance	3
Political Science Elective	3
Senior Seminar	3
Urban Geography	3
Elective Courses	<u>15</u>
	30

**Required Courses: International Studies Concentration (60 credits)**

Political Science Core Requirements (21 credits)

- PS100 Introduction to Political Science  
 PS141 American Government

PS260	Comparative Politics
PS262	Scope and Methods of Political Science
PS302	International Relations
PS360	Political Theory
PS450	Senior Seminar

International Studies Requirements (39 credits)

PS303	American Foreign Policy
PS306	International Organizations
ECO200	Macro Economics
IBS200	Introduction to International Business

*One of the following:*

H121	Western Civilization I
H122	Western Civilization II

*One of the following:*

H221	American Civilization I
H222	American Civilization II

*Three of the following:*

X143	Introduction to Africa
X144	Introduction to East Asia
X145	Introduction to Latin America
X146	Introduction to the Middle East
X147	Introduction to Russia
X150	Introduction to South Asia

*Three of the following:*

PS243	Government and Politics of Africa
PS244	Government and Politics of East Asia
PS245	Government and Politics of Latin America
PS246	Government and Politics of the Middle East
PS247	Government and Politics of Russia
PS250	Government and Politics of South Asia

One Political Science Elective

**Political Science: International Studies Concentration  
(suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area I Distribution Requirements	6
Area II Distribution Requirement	3
Western Civilization I <b>OR</b> II	3

American Civilization I <b>OR</b> II	3
Area V Distribution Requirements	6
Introduction to Political Science	<u>3</u>
	32

<i>Sophomore Year</i>	<i>Credits</i>
Writing About Literature	3
Area II Distribution Requirement	3
Area III Distribution Requirements	6–8
American Government	3
Comparative Politics	3
Scope and Methods of Political Science	3
Human Communication	3
International Studies	6
Physical Education	<u>2</u>
	32

<i>Junior Year</i>	<i>Credits</i>
Political Theory	3
International Relations	3
Macro Economics	3
International Business	3
International Studies	3
Government and Politics	6
Elective Courses	<u>9</u>
	30

<i>Senior Year</i>	<i>Credits</i>
American Foreign Policy	3
International Organizations	3
Government & Politics	3
Political Science Elective	3
Senior Seminar	3
Elective Courses	<u>15</u>
	30

**Required Courses: Urban Studies concentration (51 credits):**

Political Science Core Requirements (21 credits)

PS100	Introduction to Political Science
PS141	American Government
PS260	Comparative Politics
PS262	Scope and Methods of Political Science
PS302	International Relations
PS360	Political Theory
PS450	Senior Seminar

## Urban Studies Requirements (30 credits)

G345	Urban Geography
PS242	State and Local Government
SOC340	Urban Sociology
SOC410	Population Trends
H221	American Civilization I
H222	American Civilization II

*One of the following:*

H306	Race and Racism
SOC315	Ethnic and Minority Relations

*Two from the following:*

CJA334	Policing in America
PS352	Introduction to Public Finance
PS499	Independent Study
REC333	Organizing Community Recreation
SOC220	American Social Problems

One Political Science Elective

**Political Science: Urban Studies Concentration (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area I Distribution Requirements	6
Area II Distribution Requirement	3
Area V Distribution Requirements	6
Introduction to Political Science	3
American Civilization I & II	<u>6</u>
	32

<i>Sophomore Year</i>	<i>Credits</i>
Writing About Literature	3
Area II Distribution Requirement	3
Area III Distribution Requirements	6-8
American Government	3
Comparative Politics	3
State & Local Government	3
Scope and Methods of Political Science	3
Human Communication	3
Elective Course	3
Physical Education	<u>2</u>
	32-34

<i>Junior Year</i>	<i>Credits</i>
International Relations	3
Political Theory	3
Urban Geography	3
Urban Sociology	3
Race & Racism <b>OR</b> Ethnic & Minority Relations	3
Elective Courses	<u>15</u>
	30
 <i>Senior Year</i>	 <i>Credits</i>
Senior Seminar	3
Urban Studies Requirements	9
Political Science Elective	3
Elective Courses	<u>15</u>
	30

### **Bachelor of Arts in Secondary Education–Social Studies**

#### **Requirements For Graduation:**

To be eligible for graduation, students majoring in Secondary Education–Social Studies must complete a minimum of 128 credits, achieve a cumulative grade point average of 2.8 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in education must maintain a 2.0 grade point average in the core course requirements of the major.

Secondary Education–Social Studies Majors may complete concurrently a second major in History. See the requirements for the History Baccalaureate degree.

#### **Required Courses in Secondary Education–Social Studies :**

Discipline Certification Requirements:<sup>2</sup>

ANT210	Physical Anthropology <b>OR</b>
ANT220	Cultural Anthropology
ECO200	Principles of Economics–Macro <b>OR</b>
ECO201	Principles of Economics–Micro
G243	Introduction to Geography
H121	History of Western Civilization I
H122	History of Western Civilization II
H221	History of American Civilization I <sup>1</sup>
H222	History of American Civilization II <sup>1</sup>
PS141	American Government
PS242	State and Local Government
SOC220	American Social Problems <sup>1</sup>

Social Studies Theme Area (Choose 12 credits from one area):<sup>2</sup>

*Geography and Earth Science:*

G244	Economic Geography
G345	Urban Geography
ESS152	Earth/Space Science
BIO122	Environmental Biology

*Behavioral Science:*

ANT210	Introduction to Anthropology <b>OR</b>
ANT220	Cultural Anthropology (Whichever not previously taken)
SOC230	Development of Social Theory <b>OR</b>
SOC235	Contemporary Social Theory
SOC315	Ethnic and Minority Relations
SOC410	Population Trends

*European History:* Any course, H200 and above

*American History:* Any course, H300 and above

*Non-Western History and Government:* Any course, 200 and above

*Political Science:* Any course, PS300 and above

Professional Preparation Courses<sup>2</sup>

ED221	Introduction to American Education
ED402	School Law <sup>3</sup>
PSY100	General Psychology
PSY360	Psychology of Learning
SE320	Computers in the Classroom
SE350	Secondary School Experience
SE351	Teaching Strategies
SE352	Teaching Social Studies in the Secondary School
	Reading Test Skills <b>OR</b>
SE356	Reading in the Content Areas <b>OR</b>
SE360	Reading/Writing Across the Curriculum
SOC100	Introduction to Sociology

*Professional Semester<sup>2,4</sup>*

ED401	Instructional Media
ED404	Student Teaching <b>OR</b>
ED406	Directed Professional Education Experience <sup>5</sup>
SE412	Practicum in Student Teaching
SE414	Teaching Exceptional and Multicultural Students

Notations:

<sup>1</sup>Satisfies Area Distribution Requirements

<sup>2</sup>Grade earned must be a "2" (C) or better. This includes *all* courses in field of major study.

<sup>3</sup>ED402 - School Law must be scheduled the term immediately prior to the Professional Semester.

<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.8 before admittance into the Professional Semester.

<sup>5</sup>Taken as an option to ED404 by students seeking the degree without certification.



**Secondary Education–Social Studies (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
History of Western Civilization I and II	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2
Introduction to Sociology	3
General Psychology	3
Area I Distribution Requirements	6
Physical Education	<u>2</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Human Communication	3
Introduction to American Education	3
Psychology of Learning	3
Area III Distribution Requirements	6–8
Area V Distribution Requirements	6
American Civilization I and II	6
American Government	3
State and Local Government	<u>3</u>
	33–35

<i>Junior Year</i>	<i>Credits</i>
Anthropology	3
American Social Problems	3
Introduction to Geography	3
Geography of North America	3
Social Studies Theme Area	6
Computers in the Classroom	1
Secondary School Experience	3
Teaching Strategies	3
Free Electives	<u>6</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Principles of Economics	3
Social Studies Theme Area	3–6
Teaching Social Studies in Secondary School	3
School Law*	2
Free Electives	6

*Professional Semester (A 2.8 GPA, or greater; required)*

Instructional Media ED401

Student Teaching ED404 **OR**

Directed Professional Education Experience ED406

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\*School Law must be taken the semester prior to the Professional Semester.

Practicum in Student Teaching SE412  
 Teaching Exceptional/Multicultural Students SE414

13  
 30-33

## ASSOCIATE DEGREE PROGRAMS

### Associate of Arts Degree in Political Science

The Department offers the Associate Degree in Political Science with a concentration in Government. To be eligible for graduation, students must complete a minimum of 67 credits. In addition, students must maintain a 2.0 (C) average in all major requirements, earn a cumulative GPA of 2.0, satisfy the college's residence requirement, and complete the General Education Requirements for the College's Associate Degree.

*The required courses for the Associate of Arts degree in Political Science, government concentration, are:*

H221	American Civilization I <b>OR</b>
H222	American Civilization II
PS100	Introduction to Political Science*
PS141	American Government*
PS242	State & Local Government*
PS260	Comparative Politics*
PS302	International Relations*
G345	Urban Geography
ECO200	Prin. Economics Macro

Choose one of the following:\*

PS360	Political Theory
PS362	The Congress
PS363	The Presidency
PS370	American Constitutional Thought

Intercultural Studies: (6 credits)

X143-150	Introductory Intercultural Studies
PS243-150	Govt./Pol*

In addition, students must complete 6 credits of free electives.

### Political Science: (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Critical Thinking/Problem Solving in Math	3
Human Communication	3
Information Literacy	2
American Civilization I or II	3

\*Students are required to earn a minimum grade of 2 or better in these courses.

Introduction to Political Science	3
American Government	3
State & Local Government	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Physical Education	<u>2</u>
	34

<i>Sophomore Year</i>	<i>Credits</i>
Economics	3
Comparative Politics	3
International Relations	3
Urban Geography	3
Intercultural Studies Elective	3
Government/Politics Elective	3
Area III Distribution Requirement	3-4
Area V Distribution Requirement	3
One of the following:	
Political Theory	
The Congress	
The Presidency	
American Constitutional Thought	3
Free Electives	<u>6</u>
	33-34

## DEPARTMENTAL MINORS

### African and African-American Studies (18 credits)

At least six credits from these courses:

X143	Introduction to Africa
PS243	Government and Politics of Africa
H303	History of Africa I
H305	History of Africa II
E386	African Literature

At least six credits from these courses:

H230	Race and Racism
H354	Coming of the Civil War <b>OR</b>
H355	Civil War and Reconstruction
H470	The Civil Rights Movement
SOC315	Ethnic and Minority Relations
E203	African-American Literature

### American History (18 credits)

H221-222	American Civilization I & II
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Four courses from the following:

- H245 American Military Experience
- H306 Race and Racism
- H342 Women in the United States
- H351 American Colonial History
- H352 New American Nation
- H353 The Jacksonian Era
- H354 Coming of the Civil War
- H355 Civil War and Reconstruction
- H356 Emergence of Modern America
- H357 Twentieth-Century America
- H358 Recent America
- H370 American Constitutional Thought
- H429 War & Peace
- H441 American Economic History
- H450 American Social and Cultural History
- H470-479 Special Topics

No more than one course from the following:

H460, H461, H498, H499

### **Geography (18 credits)**

- G243 Introduction to Geography
- G260 Introduction to Cartography
- G344 Economic Geography
- G345 Urban Geography
- ESS152 Earth/Space Science

One course selected from the following:

- G341 Geography of North America **OR**
- G350 Survey of Canada

### **Government (18 credits)**

- PS100 Introduction to Political Science
- PS141 American Government
- PS260 Comparative Politics

One course selected from the following:

- PS302 International Relations **OR**
- PS303 American Foreign Policy

Two of the following courses:

- H370 American Constitutional Thought
- PS360 Political Theory
- PS362 The Congress
- PS363 The Presidency

**International Relations (18 credits)**

PS302	International Relations
PS260	Comparative Politics
PS440	Seminar in International Relations
G243	Introduction to Geography
IBS200	Introduction to International Business

One course selected from the following:

PS306	International Organizations
ECO400	International Economics
G344	Economic Geography

**Public Administration (18 credits)**

PS141	American Government
PS242	State and Local Government
PS151	Introduction to Public Administration

Two courses selected from the following:

MGT250	Principles of Management
MGT320	Human Resource Management
PS352	Introduction to Public Finance
PS470	Readings in Public Administration

One course selected from the following:

PS310	Decision Making in the Public Sector
PS312	Politics of Public Policy
G345	Urban Geography

**World History (18 credits)**

H121-122	Western Civilization I & II
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Four courses selected from the following:

H224	Ancient History
H225	Medieval History
H226	Renaissance and Reformation
H227-228	History of Latin America I & II
H250	American-East Asian Relations
H303-305	History of Africa I & II
H330	History of 20th-Century Russia
H332	Eastern & Central Europe
H333-334	History of England
H411	European Intellectual History
H427-428	Modern Europe I & II



## DEPARTMENT OF MUSIC, ART, AND COMMUNICATION

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**M**usic, Art and Communication are rooted in the liberal arts tradition that teaches and communicates the human experience through sounds, images, and words. The faculty members of the department are supportive and demanding mentors whose first priority is to help students discover their intellectual and creative potential. The Department promotes both a creative and cultural awareness within the college and an interactive educational and cultural link between the college and the community.

The Department of Music, Art and Communication offers programs of study leading to a Baccalaureate degree in Music, Music Education, Fine Art, Graphic Design, Speech Communication, Public Relations and Mass Communication. A student may also pursue an Associate degree in Art, Music or Mass Communication. Programs of study leading to a minor are also available in Art, Graphic Design, Music, Photography, Speech Communication and Public Relations.

Students pursuing any of the Department's academic programs are encouraged to take advantage of the interdisciplinary opportunities the department offers to complement a major. Courses in the visual arts are of benefit to those studying art, mass communication, and public relations. Musical ensembles and performing groups are available on a credit or voluntary basis to all students in the department who wish to avail themselves of this creative outlet. Courses in video and sound production are of interest to those in art, music and public relations as well as mass communication majors.

The Department administers one of the most active internship programs on the campus. Students are encouraged to investigate the internship option as a means of exploring career choices and acquiring career experience before leaving college.

### **ART**

The Music, Art and Communication Department offers two baccalaureate programs in Art, one in Fine Art, and one in Graphic Design. These majors prepare the student to enter a variety of professional careers in the visual arts or graduate study. An Associate Degree in Fine Art is also offered and academic minors are available in Art History, Fine Art, Graphic Design, and Photography. Courses in Art Education are offered as a cognate area of study to students completing the Bachelor of Science Degree in Elementary Education.

### **Portfolio Requirements for Admission**

In addition to fulfilling all York College of Pennsylvania admissions requirements, a student seeking to be admitted into either the Fine Art or Graphic Design program is required to submit a portfolio of 10–20 examples of art. The portfolio should contain the student's best work, reflect a range of abilities, interests, and concepts, and demonstrate skill in a variety of media.

Original artwork will not be accepted. The portfolio may be submitted as 35mm color slides, photographs, or color photocopies. Electronic files must be submitted as digital prints (disks will not be accepted). No work should exceed  $11 \times 17$  inches. Each example of art must be labeled with the applicant's name, title of work (or name of project, if any), date, medium, and dimensions (height  $\times$  width). The top of the work must be specified with an arrow. Slides must be placed in  $8.5 \times 11$  inch plastic sleeves. Printed work must be placed in plastic sleeves and compiled into a ring binder (oversize pieces may be folded). Matted or framed work will not be accepted.

The portfolio should be sent only AFTER the student has received notification from the Admissions Office that he/she is accepted into York College. Acceptance into York College of Pennsylvania does not guarantee acceptance into Art programs. Portfolios will be reviewed on three dates each year: the second Saturday in November, the fourth Saturday in January, and the second Saturday in March. The student will be notified of the decision of the review committee approximately two weeks after his/her portfolio review. Because enrollment in art programs is limited, portfolios received after the second Saturday in March will be reviewed as space permits.

Portfolios are to be forwarded to: Art Portfolio Review Committee, P.O. Box 7199, York College of Pennsylvania, York, PA 17405-7199. The committee will notify the student by mail that they have received the portfolio. Portfolios will be returned if the student provides a suitable envelope with appropriate postage.

A student transferring from another institution or from another major within York College is also required to submit a portfolio of artwork. The portfolio must contain a minimum of two and a maximum of twenty examples from each art course the student seeks to transfer. The student must follow the presentation format for the portfolio outlined above. Transfer credit into the Graphic Design program will only be given for foundation courses (Design I, Design II, Drawing I, Figure Drawing I, Painting I, and Sculpture I), art history courses, and art electives. Transfer credit into the Fine Art program will be given for the foundation courses listed above, art history courses, art electives, and any nine additional credits in art.

## **BACCALAUREATE DEGREE PROGRAMS**

### **Bachelor of Arts Degree in Fine Art**

The Bachelor of Arts Degree in Fine Art teaches the technical and conceptual skills to individuals preparing for a professional career in the visual arts. The program emphasizes mastering technical processes, understanding the role of cultural history as influences upon artistic expression, developing verbal and visual communication skills, and the importance of creative and original thinking. Students expand their studio and academic experiences through exhibitions, internships in professional settings such as the College art gallery, and participation in the Professional Development Seminar.

#### **Requirements for Graduation:**

To be eligible for graduation, students majoring in Fine Art must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements

of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Fine Art are required to complete a series of foundation courses, which offer a common studio experience for all art majors. Foundation courses must be successfully completed by the end of the first semester of sophomore year. Foundation courses teach basic skills, provide a technical foundation on which to build, develop creative and problem-solving skills, and help identify professional and studio interests. The student is also required to participate in the Sophomore Portfolio Review and Senior Portfolio Review, which provide an opportunity for self-evaluation and professional evaluation. During senior year the student participates in the Professional Development Seminar and the Senior Art Major's Exhibition.

*Required courses for the BA in Fine Art:*

Foundation Courses:

- Design I (ART210)
- Design II (ART211)
- Drawing I (ART215)
- Figure Drawing I (ART216)
- Painting I (ART220)
- Sculpture I (ART230)
- Sophomore Portfolio Review (ART229)

Major Area of Concentration (9–12 credits in one of the following areas):

- Drawing and/or Figure Drawing (Three from the following: ART265, 266, 315, 365)
- Painting (ART270, 320, 370)
- Photography (ART245, 295, and 345, plus one of the following: ART240, 290, 340, 346 or CM331)
- Sculpture (ART280, 330, 380)

Minor Area of Concentration (6 credits in one of the following):

- Drawing (ART265, 315)
- Ceramics (ART225, 275)
- Computer Graphics (Two from the following: ART240, 290, 340, 346)
- Figure Drawing (ART266 and Independent Study in Figure Drawing)
- Painting (ART270, 320)
- Photography (ART245, plus one of the following: ART295, 345, 346, or CM331)
- Sculpture (ART230, 280)

Art History

- Survey of Art I (ART202)
- Survey of Art II (ART203)
- Art History elective (ART201, 391, 392, or 393)
- Art History elective (ART201, 391, 392, or 393)



Professional Development Seminar (ART435)

Art Internship (ART450, 451), Independent Study (ART498, 499), **OR** Art Elective  
Art Electives (3–6 credits)

Senior Portfolio Review and Exhibition (ART440)

### **Fine Art (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
Design I and II	6
Drawing I and Painting I	6
English Composition	3
Human Communication	3
Information Literacy	2
Critical Thinking and Problem Solving in Math	3
Area II Distribution Requirement	3
Area III Distribution Requirement	3–4
Physical Education	<u>1</u>
	30–31

<i>Sophomore Year</i>	<i>Credits</i>
Sculpture I and Figure Drawing I	6
Survey of Art I and II	6
Sophomore Portfolio Review	0.5
Major area of Fine Art concentration	3
Minor area of Fine Art concentration	3
Writing About Literature	3
Area III Distribution Requirement	3–4
Area IV Distribution Requirement	3
Free Elective	3
Physical Education	<u>1</u>
	31.5–32.5

<i>Junior Year</i>	<i>Credits</i>
Major area of Fine Art concentration	6
Minor area of Fine Art concentration	3
Art History Electives	6
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area V Distribution Requirement	3
Area IV Distribution Requirement	3
Free Elective	<u>3</u>
	30

<i>Senior Year</i>	<i>Credits</i>
Major area of Fine Art concentration <b>OR</b> Art Elective	3
Professional Development Seminar	3

Art Internship, Independent Study, <b>OR</b> Art Elective	3
Senior Portfolio Review and Exhibition	0.5
Area I Distribution Requirement	3
Area V Distribution Requirement	3
Art Elective	3
Free Electives	<u>12-14</u>
	30.5-32.5

### **Bachelor of Arts Degree in Graphic Design**

The Bachelor of Arts Degree in Graphic Design teaches the theory, technology, and professional practices of the discipline of Graphic Design, prepares the student for entering the field of design, advertising, and publishing in industry, business, corporations, television, newspapers, and other public and private institutions. The Graphic Design major emphasizes the development of creative and visual communication skills, problem-solving abilities, and original thinking. The Graphic Design student can further develop professional skills through exhibitions, internships in publishing, graphic design, and advertising firms, by completing work for local and regional non-profit organizations, and participating in the Professional Development Seminar.

#### **Requirements For Graduation:**

To be eligible for graduation, students majoring in Graphic Design must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Graphic Design are required to complete a series of foundation courses, which offer a common studio experience for all art majors. Foundation Courses must be successfully completed by the end of the first semester of Sophomore Year. Foundation courses teach basic skills, provide a technical foundation on which to build, develop creative and problem-solving skills, and help identify professional and studio interests. The student is also required to participate in the Sophomore Portfolio Review and Senior Portfolio Review, which provide an opportunity for self-evaluation and professional evaluation. During senior year the student participates in the Professional Development Seminar and the Senior Art Major's Exhibition.

#### **Required courses for the BA in Graphic Design:**

Foundation Courses:

- Design I (ART210)
- Design II (ART211)
- Drawing I (ART215)
- Figure Drawing I (ART216)
- Painting I (ART220)

Sculpture I (ART230)  
 Sophomore Portfolio Review (ART229)

Courses required for the major:

Introduction to Visual Communication (ART201)  
 Typography, Layout and Production (ART289)  
 Photographic and Digital Imaging Methods (ART346)  
 Illustration (ART367)  
 Computer Graphics I (ART240)  
 Computer Graphics II (ART290)  
 Computer Graphics III (ART340)

Art History

Survey of Art I (ART202)  
 Survey of Art II (ART203)  
 Art History elective (ART201, 391, 392, or 393)  
 Art History elective (ART201, 391, 392, or 393)

Professional Development Seminar (ART435)

Art Internship (ART450, 451), Independent Study (ART498, 499), **OR** Art Elective  
 Senior Portfolio Review and Exhibition (ART440)

### Graphic Design (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
Design I and II	6
Drawing I and Painting I	6
Introduction to Visual Communication	3
English Composition	3
Critical Thinking and Problem Solving in Math	3
Information Literacy	2
Human Communication	3
Area II Distribution Requirement	3
Physical Education	<u>1</u>
	30

<i>Sophomore Year</i>	<i>Credits</i>
Sculpture I and Figure Drawing I	6
Survey of Art I and II	6
Typography, Layout, and Production	3
Computer Graphics I	3
Sophomore Portfolio Review	0.5
Writing About Literature	3
Area I Distribution Requirement	3
Area III Distribution Requirement	3–4
Free Elective	3
Physical Education	<u>1</u>
	31.5–32.5

<i>Junior Year</i>	<i>Credits</i>
Computer Graphics II and III	6
Illustration	3
Photographic and Digital Imaging Methods	3
Art History Electives	3
Area III Distribution Requirement	3-4
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Free Elective	<u>6</u>
	30-31

<i>Senior Year</i>	<i>Credits</i>
Professional Development Seminar	3
Art History Elective	3
Art Internship, Independent Study, <b>OR</b> Art Elective	3
Senior Portfolio Review and Exhibition	0.5
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Free Electives	<u>9-11</u>
	30.5-32.5

## **COMMUNICATION**

Communication includes the study of the theories and skills of human communication that comprise the contexts of intrapersonal, interpersonal, small group, public and mass communication. Public Relations combines application and theory from both Speech Communication and Mass Communication.

Baccalaureate degree students may select from three majors within the Communication degree program. Students choosing the Speech Communication major are preparing for careers in education, sales, advertising and business as well as work within health, social and government organizations. The Mass Communication major prepares students for careers in commercial broadcasting or corporate applications of sound and video. Students selecting the Public Relations major are preparing specifically for careers in the field of public relations.

### **Bachelor of Arts Degree in Speech Communication**

#### **Requirements For Graduation:**

To be eligible for graduation, students majoring in Speech Communication must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete gen-

eral education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Speech Communication must earn a grade of 2.0 or above in all courses taken in the major.

***The required courses for the Speech Communication major are:***

Communication Theory (CM206)  
 Rhetoric and Public Address (CM207)  
 Persuasion (CM327)  
 Interpersonal Communication (CM329)  
 Communication Seminar (CM402)

In addition, students are required to select six competency courses from the following offerings:

Public Speaking Practicum (CM100–103—three one-credit courses)  
 Public Speaking (CM212)  
 Nonverbal Communication (CM222)  
 Group Discussion (CM304)  
 Argumentation and Debate (CM310)  
 Organizational Communication (CM328)  
 Communication Internship (CM450, CM451—may apply only three credits)  
 Any existing writing course in Communication or English

**Area Electives:**

Students must also complete an area elective requirement by selecting any two communication courses offered within the three majors.

**Humanities/Social Science Electives:**

Students are required to complete four courses in the humanities or social and behavioral sciences at the 200 level or above. One of these courses must be a literature course.

Free Electives: 25–27 credits

**Speech Communication (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits.</i>
English Composition	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area III Distribution Requirements	6–8
Human Communication or Elective	3
Free Elective	3
Public Speaking Practicum	2
Physical Education	<u>1</u>
	29–31

<i>Sophomore Year</i>	<i>Credits</i>
Writing about Literature	3
Area Elective	3
Elective or Human Communication	3
Area IV Distribution Requirement	3
Area II Distribution Requirement	3
Communication Theory	3
Rhetoric and Public Address	3
Public Speaking or Competency	3
Area V Distribution Requirements	6
Public Speaking Practicum	1
Physical Education	<u>1</u>
	32

<i>Junior Year</i>	<i>Credits</i>
Area I Distribution Requirement	3
Humanities, Social or Behavioral Science Electives	6
Competency Courses	9
Persuasion	3
Interpersonal Communication	3
Area Elective	3
Free Electives	<u>6</u>
	33

<i>Senior Year</i>	<i>Credits</i>
Humanities, Social or Behavioral Science Electives	6
Area IV Distribution Requirement	3
Free Electives	6
Senior Seminar	3
Competency Elective	3
Free Electives	<u>9</u>
	30

## **Bachelor of Arts Degree in Mass Communication**

### **Requirements For Graduation:**

To be eligible for graduation, students majoring in Mass Communication must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Mass Communication must earn a grade of 2.0 or above in all courses taken in the major.

**The required courses for the Mass Communication major are:**

Communication Theory (CM206)  
 Mass Communication (CM211)  
 Radio Production I (CM231)  
 Video Production I (CM242)  
 Media Management (CM410)  
 Media Laws and Ethics (CM434)

In addition, students must select five support courses from the following offerings:

Computer Graphics (ART240)  
 Radio Practicum (CM132–135—must take three 1-credit courses)  
 Radio Production II (CM241)  
 Media Writing (CM332)  
 News Writing and Production (CM340)  
 Video Production II (CM341)  
 Electronic News Reporting (CM355)  
 Advanced Production (CM431)  
 Communication Internship (CM450, CM451—may apply only three credits)

**Area Electives:**

Students must also complete an area elective requirement by selecting any two communication courses offered within the three majors.

**Humanities/Social Science Electives:**

Students must complete four courses in the humanities or social and behavioral sciences at the 200 level or above in the second column. One of these courses must be a literature course.

Free Electives: 25–27 credits

**Mass Communication (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area III Distribution Requirements	6–8
Human Communication or Elective	3
Free Elective	3
Radio Practicum	2
Physical Education	1
	<hr/> 29–31

<i>Sophomore Year</i>	<i>Credits</i>
Writing about Literature	3
Area Elective	3

Elective or Human Communication	3
Area IV Distribution Requirement	3
Area II Distribution Requirement	3
Communication Theory	3
Mass Communication	3
Radio Production I	3
Area V Distribution Requirements	6
Radio Practicum	1
Physical Education	<u>1</u>
	32

<i>Junior Year</i>	<i>Credits</i>
Area I Distribution Requirement	3
Humanities, Social or Behavioral Science Electives	6
Support Courses in Major	9
Video Production I	3
Area Elective	3
Free Electives	<u>9</u>
	33

<i>Senior Year</i>	<i>Credits</i>
Humanities, Social or Behavioral Science Electives	6
Area IV Distribution Requirement	3
Support Course	3
Media Management	3
Media Laws and Ethics	3
Free Electives	<u>12</u>
	30

### **Bachelor of Arts Degree in Public Relations**

#### ***Requirements For Graduation:***

To be eligible for graduation, students majoring in Public Relations must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, satisfy the College's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Public Relations must earn a grade of 2.0 or above in all courses taken in the major.

#### ***The required courses for the Public Relations major are:***

- Communication Theory (CM206)
- Public Relations (CM221)
- Writing for Public Relations (CM321)
- Persuasion (CM327)



Public Relations Campaign Strategies (CM421)

Media Laws and Ethics (CM434)

**Support Courses:**

In addition, students are required to select five support courses from the following offerings.

Students are required to complete three of the following:

Mass Communication (CM211)

Public Speaking (CM212) **OR** Organizational Communication (CM328)

Interpersonal Communication (CM329) **OR** Group Discussion (CM304)

Students are required to complete any two of the following:

Video Production I (CM242)

Communication Internship (CM450, CM451—may apply only 3 credits)

Principles of Marketing (MKT200)

Corporate Video (CM347)

**Area Electives:**

Students must also complete an area elective requirement by selecting any two communication courses offered within the three majors.

**Humanities/Social Science Electives:**

Students must complete three courses in the humanities or social and behavioral sciences at the 200 level or above. One of these courses must be a literature course.

Free Electives: 25–27 credits

**Public Relations (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Area III Distribution Requirements	6–8
Human Communication or Elective	3
Free Electives	6
Physical Education	<u>1</u>
	30–32

<i>Sophomore Year</i>	<i>Credits</i>
Writing about Literature	3
Area Elective	3
Elective or Human Communication	3
Area IV Distribution Requirement	3
Area II Distribution Requirement	3

Communication Theory	3
Public Relations	3
Area V Distribution Requirements	6
Physical Education	<u>1</u>
	28

<i>Junior Year</i>	<i>Credits</i>
Area I Distribution Requirement	3
Humanities, Social or Behavioral Science Electives	6
Support Courses	9
Persuasion	3
Writing for Public Relations	3
Area Elective	3
Free Electives	<u>6</u>
	33

<i>Senior Year</i>	<i>Credits</i>
Humanities, Social or Behavioral Science Electives	6
Area IV Distribution Requirement	3
Support Courses	6
Public Relations Campaign Strategies	3
Media Laws and Ethics	3
Free Electives	<u>9</u>
	30

## MUSIC

The Music, Art, and Communication department offers music courses to serve students who wish to explore the field of music as part of their liberal arts education, and offers two baccalaureate degree programs in Music: a Bachelor of Science degree in Music Education, and a Bachelor of Arts degree in Music.

The major in Music Education is a professional program, stressing competence in teaching the full range of vocal, instrumental, and general music from kindergarten through high school, while the major in music allows students to specialize in some area of music performance. Both majors offer preparation for a variety of music-related careers and/or graduate study. In addition, students may pursue a two year Associate of Arts degree with an emphasis in music or a minor in music or music industry.

The Department offers a wide range of musical activities. Courses in music appreciation, jazz history, music theater, private lessons and music ensembles of many types are open to all students at the college. For those majoring in music education or music, more advanced courses and experiences are offered in music literature, history, theory, private lessons and performance. Whether you are pursuing the study of music as a profession or as an avocation, at York College, you will be encouraged to achieve the highest possible level of musical discrimination, creativity and skill in performance.

*Music Auditions and Admission to Music Majors:*

Official admission to the Music Education and Music major is by audition only. Auditions may be scheduled on an individual basis or on certain designated days during the academic year. In special circumstances, applicants may audition by tape or they may request admission into a music major pending their first semester of music study.

The required music audition must demonstrate musical achievement in the student's primary performance area. Three contrasting compositions of the student's choice must be presented. In addition, the student may be asked to demonstrate basic skills in sight reading, show satisfactory proficiency in executing major and minor scales, and technical studies. The student may also be asked to answer questions concerning their musical experience and training.

*Performance Attendance:*

Music Education and Music majors are expected to attend a wide variety of programs throughout the school year. Students in these majors will be responsible for verifying their attendance record. Failure to attend these programs will compromise the student's musical development and may affect the student's ability to advance within the program and/or cause their music scholarship to be reduced or revoked.

*Performance Requirements:*

All music education and music majors, in consultation with their applied music instructor, must perform a student recital at least once each semester.

All students pursuing a Bachelor of Science degree in music education or a Bachelor of Arts degree in Music must successfully perform a solo recital during their senior year. Six credits with a grade of 2.5 or better in the student's primary area of study must be completed before presenting the senior recital. The senior recital will be graded by the music faculty and reported on the appropriate form and filed in the Departmental Office. Before performing a public recital, the student must successfully complete a "recital hearing" at least two weeks prior to the recital date. Additional details are available from the Director of Music Programs.

*Piano Proficiency Requirements:*

All music majors are required to meet basic piano requirements before graduation. Piano proficiency examinations are normally taken at the end of the sophomore year, but may be taken at any examination period. A student must continue to enroll in applied piano until the examination is passed, regardless of how many credits in piano have been accumulated. If the examination is passed before the end of the sophomore year, the student may offer voice or some other instrument to satisfy the requirement in secondary instrument. Instructions and requirements for the piano proficiency examination may be obtained from the student's advisor or the Director, Division of Music.

*Applied Music*

Applied music study is an important part of a music student's experience at York College. Whether the student is taking private lessons as a requirement or as an extra-

curricular activity, it is in the private studio that the student learns to apply musician-ship and to develop skill in performance.

Applied music lessons should be scheduled with the applied music instructor or the Director, Division of Music during the first full week of classes. Once the student has enrolled and scheduled a lesson time, the applied music fee will **not** be refunded for any reason (see Catalog under Special Fees).

The applied music student is expected to practice a minimum of 30 minutes per day, per half credit of applied music instruction. However, the student should always consult the instructor for specific practice requirements, as some instructors may require more than the minimum.

Depending on the number of credits enrolled, the student will receive 12 half-hour lessons or 12 fifty-minute lessons during a semester.

Excused absences due to student illness or other personal problems will be rescheduled at the instructor's discretion. Lessons missed by the instructor will normally be rescheduled.

### *Jury Examinations*

All Music Education majors, Music majors, and Music minors are required to take an applied music final examination (jury examination) at the end of each semester of study. The examination will be administered by a committee of music faculty members, who will present the student with written comments regarding progress and a grade for the examination. This grade will constitute 25% of the student's final semester grade in applied music.

For the Music Education or Music major, this jury examination is particularly important. Satisfactory progress must be demonstrated with each additional semester of study. Should the student fail to do so, the examining committee may recommend that the student be placed on music probation. If the probationary status is not removed after one semester, the student may be dropped as a Music Education or Music major. A student may be removed from music probation by demonstrating satisfactory progress in the primary applied music area during the jury examination following the semester or music probation. Specific details concerning juries are available from the Director of Music Programs.

### **Bachelor of Science Degree in Music Education**

The Bachelor of Science Degree in Music Education (K-12 Certification) is a professional program stressing competence in teaching the full range of vocal, instrumental, and general music from kindergarten through high school.

#### ***Requirements For Graduation:***

To be eligible for graduation, students majoring in General Music Education must complete a minimum of 134 credits, achieve a cumulative grade point average of 2.8 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in education must maintain a 2.8 grade point average in the course requirements of the major.

### **Required Courses in General Music Education:**

#### **Discipline Certification Requirements:<sup>1</sup>**

##### *Historical and Theoretical Courses:*

MUS182–283	Music Theory I-V
MUS184–285	Sight Singing/Ear Training I-V
MUS290	Introduction to Music Literature
MUS390–391	Music History I-II
MUS385	Form and Analysis
MUS394	Diction for Singers <sup>2</sup>
MUS486	Orchestration and Arranging
MUS490	Choral Conducting
MUS491	Instrumental Conducting

##### *Music Education Courses:*

MUS292	String Methods
MUS293	Brass Methods
MUS294	Woodwind Methods
MUS295	Percussion Methods

##### *Performance Courses:*

Primary Applied Music	7 credits
Secondary Applied Music	2 credits
Music Ensembles	7 credits

(Music Education majors must satisfy Piano Proficiency and Senior Recital requirements prior to the student teaching semester.)

#### **Professional Preparation Courses<sup>1</sup>**

ED221	Introduction to American Education
SE320	Computers in the Classroom
ED402	School Law <sup>3</sup>
PSY100	General Psychology
SOC100	Introduction to Sociology
PSY360	Psychology of Learning
G243	Intro. to Geography
H121/122	History of Western Civilization
MUS392	Teaching Music/Elementary School
MUS393	Teaching Music/Secondary School
	Reading Skills Test <b>OR</b>
SE356	Reading in the Content Areas <b>OR</b>
SE360	Reading and Writing Across the Curriculum

##### *Professional Semester<sup>1,4</sup>*

ED401	Instructional Media
ED404	Student Teaching
ED406	Directed Professional Education Experience <sup>5</sup>

SE412	Practicum in Student Teaching
SE414	Teaching Exceptional and Multicultural Students

## Notations:

<sup>1</sup>Grades earned must be a "2" (C) or better.<sup>2</sup>Required for voice and piano majors. Instrumental majors choose another 3 credit music elective.<sup>3</sup>ED402-School Law must be scheduled the term immediately prior to the Professional Semester.<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.8 before admittance into the Professional Semester.<sup>5</sup>Taken as an option to ED404 by students seeking the degree without certification.**General Music Education (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
Music Theory I	3
Sight Singing I	1
Introduction to Music Literature	3
Diction for Singers	3
Primary Applied Music	2
Secondary Applied Music	1
Music Ensemble	2
English Composition (E101 and E200)	6
General Psychology	3
Area V Distribution Requirement	3
Physical Education	2
Information Literacy	2
Area IV Distribution Requirement	<u>3</u>
	34
 <i>Sophomore Year</i>	 <i>Credits</i>
Music Theory II, III	6
Sight Singing II, III	2
Primary Applied Music	2
Secondary Applied Music <sup>1</sup>	1
Music Ensemble	2
Music History I, II	6
String Methods	1
Brass Methods	1
Introduction to Geography	3
Human Communication	3
Introduction to Sociology	3
Introduction to American Education	3
Critical Thinking/Problem Solving in Math	<u>3</u>
	36
 <i>Junior Year</i>	 <i>Credits</i>
Music Theory IV	3
Sight Singing IV	1
Primary Applied Music	2
Music Ensemble	2

Music in Elementary School	3
Music in Secondary School	3
Woodwinds Methods	1
Percussion Methods	1
Computers in the Classroom	1
Area III Distribution Requirements	6
Area V Distribution Requirement	3
Choral Conducting	3
Reading Skills Option	
Form and Analysis	3
Area IV Distribution Requirements	<u>3</u>
	35
<i>Senior Year</i>	<i>Credits</i>
Instrumental Conducting	3
Orchestration/Arr.	3
Primary Applied Music	1
Music Ensemble <sup>2</sup>	1
Recital <sup>3</sup>	0
School Law	2
History of Western Civilization I or II	3
Psychology of Learning	<u>3</u>
	16
<i>Spring</i>	
Instructional Media	2
Direct Observation/Student Teaching (K-12) <b>OR</b>	8
Directed Professional Education Experience	
Teaching Exceptional/Multicultural Students	2
Practicum in Student Teaching	<u>1</u>
	13

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**Notations**

<sup>1</sup>See catalogue under "Basic Requirements for Music Education majors" regarding minimum piano requirements

<sup>2</sup>Students must enroll in their primary music ensemble until graduation, excluding the student teaching semester.

<sup>3</sup>Students must enroll in their primary applied area until completion of the recital requirement.

## **Bachelor of Arts Degree in Music**

The Bachelor of Arts Degree in Music allows students to specialize in music and music performance within the broader context of a liberal arts education.

### **Requirements For Graduation:**

To be eligible for graduation, students majoring in music must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.5 or above, satisfy the

College's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Music must earn a grade of 2.5 in the course requirements of the major.

***The required courses for a major in Music are:***

Historical and Theoretical courses:

MUS182-283	Music Theory I-IV
MUS184-285	Sight Singing/Ear Training I-IV
MUS290	Introduction to Music Literature
MUS390-391	Music History I-II
MUS385	Form and Analysis
MUS394	Diction for Singers <sup>1</sup>
MUS486	Orchestration and Arranging
MUS490	Choral Conducting <b>OR</b>
MUS491	Instrumental Conducting

Music Electives (6 credits)

Foreign Language Electives (6 credits)

Performance courses:

Primary Applied Music	8 credits
Secondary Applied Music	2 credits
Music Ensembles	8 credits
Piano Proficiency requirement	
Senior Recital requirement	

**Music (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
Music Theory I	3
Sight Singing I	1
Primary Applied Music	2
Secondary Applied Music	1
Ensemble	2
Intro. to Music Literature	3
Diction for Singers	3
English Composition (E101 and E200)	6
Critical Thinking/Problem Solving in Math	3
Information Literacy	2

<sup>1</sup>Required for Voice and Piano majors only. Instrumental majors may choose another 3 credit music elective.



Physical Education	2
Free Elective	<u>6</u>
	34
<i>Sophomore Year</i>	<i>Credits</i>
Music Theory II, III	6
Sight Singing II, III	2
Primary Applied Music	2
Secondary Applied Music <sup>1</sup>	1
Ensemble	2
Music History I, II	6
Foreign Language	6
Human Communication	3
Area IV Distribution Requirement	3
Area I Distribution Requirement	<u>3</u>
	34
<i>Junior Year</i>	<i>Credits</i>
Music Theory IV	3
Sight Singing IV	1
Primary Applied Music	2
Ensemble	2
Music Elective	3
Area III Distribution Requirements	6-8
Area I Distribution Requirement	3
Form and Analysis	3
Free Elective	<u>6</u>
	29-31
<i>Senior Year</i>	<i>Credits</i>
Orchestration & Arranging	3
Choral Conducting or Instrumental Conducting	3
Primary Applied Music	2
Recital <sup>2</sup>	0
Ensemble <sup>3</sup>	2
Music Elective	3
Area IV Distribution Requirement	3
Area II Distribution Requirements	6
Free Electives	<u>4</u>
	26

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Notations

<sup>1</sup>See catalogue under "Basic Requirements for music majors" regarding minimum piano requirements.

<sup>2</sup>Students must enroll in their primary applied area until completion of the recital requirement.

<sup>3</sup>Students must enroll in their primary music ensemble until graduation.

## ASSOCIATE DEGREE PROGRAMS

### Associate of Arts Degree in Fine Art

The Associate Degree in Fine Art introduces the technical and conceptual skills to individuals preparing for a professional career in the visual arts. The program emphasizes mastering technical processes, understanding the role of cultural history as an influence upon artistic expression, developing verbal and visual communication skills and the importance of creative and original thinking.

#### *Requirements For Graduation:*

The student is required to complete a series of foundation courses, which are a common studio experience for all art majors. Foundation courses must be successfully completed by the end of the first semester of sophomore year. Foundation courses teach basic skills, provide a technical foundation on which to build, develop creative and problem-solving skills, and help identify professional and studio interests. The student is also required to participate in the Sophomore Portfolio Review.

To be eligible for graduation, students majoring in Fine Art must complete a minimum of 67.5 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

#### ***The required courses for the Associate Degree in Fine Art:***

##### Foundation Courses:

- Design I (ART210)
- Design II (ART211)
- Drawing I (ART215)
- Figure Drawing I (ART216)
- Sculpture I (ART230)
- Painting I (ART220)

##### Area of Fine Art Concentration (6 credits in one of the following areas):

- Drawing and/or Figure Drawing (2 from the following: (ART265, 266, 315, 365)
- Painting (ART270, 320)
- Photography (ART245, 295, or 345)
- Sculpture (ART280, 330)

##### Sophomore Portfolio Review (ART299)

##### Art History

- Survey of Art I (ART202)
- Survey of Art II (ART203)

**Art (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
Design I and II	6
Drawing I and Painting I	6
English Composition	3
Human Communication	3
Information Literacy	2
Critical Thinking/Problem Solving in Math	3
Area II Distribution Requirement	3
Area IV Distribution Requirement	3
Elective	3
Physical Education	<u>1</u>
	33
 <i>Sophomore Year:</i>	 <i>Credits</i>
Sculpture I and Figure Drawing I	6
Survey of Art I and II	6
Area of Fine Art Concentration	6
Sophomore Portfolio Review	0.5
Art Elective	3
Writing About Literature	3
Area III Distribution Requirement	3-4
Area V Distribution Requirement	3
Elective	3
Physical Education	<u>1</u>
	34.5-35.5

**Associate of Arts Degree in Mass Communication**

An Associate degree is available in Mass Communication. Associate degree students will receive instruction in theory and skill development necessary for successful application in related work environments.

**Requirements For Graduation:**

To be eligible for graduation, students majoring in Mass Communication must complete a minimum of 62 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

**The required courses for the Associate degree in Mass Communication are:**

- Mass Communication (CM211)
- Radio Production I (CM231)
- Video Production I (CM331)

News Writing and Production (CM340)  
 Electronic News Reporting (CM355)  
 Media Writing (CM332)  
 Radio Practicum (CM132-CM135; must take three 1-credit courses)

**Mass Communication (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Radio Practicum	2
Human Communication	3
Information Literacy	2
Area II Distribution Requirement	3
Area I Distribution Requirement	3
Critical Thinking/Problem Solving in Math	3
Area III Distribution Requirement	3-4
Free Elective	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Physical Education	<u>1</u>
	32-33

<i>Sophomore Year</i>	<i>Credits</i>
Writing About Literature	3
Radio Practicum	1
Radio Production I	3
Video Production I	3
News Writing Production	3
Electronic News Reporting	3
Media Writing	3
Mass Communication	3
Free Electives	9
Physical Education	<u>1</u>
	32

**Associate of Arts Degree in Music**

The Associate Degree with an emphasis in music allows the student to integrate music studies into a two-year liberal arts program.

**Requirements For Graduation:**

To be eligible for graduation, students majoring in Music must complete a minimum of 63 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Music must earn a 2.0 in all major courses.

**The required courses for the Associate Degree in Music are:**

Historical and Theoretical Courses:

Music Theory I-IV (MUS182-183)  
Sight Singing/Ear Training I-IV (MUS184-285)  
Introduction to Music Literature (MUS290)

Performance courses:

Primary Applied Music                      4 credits  
Secondary Applied Music                    2 credits  
Music Ensembles                            4 credits  
Piano Proficiency requirement

**Music (suggested course schedule)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Music Theory I, II <sup>1</sup>	6
Sight Singing I, II	2
Introduction to Music Literature	3
Primary Instrument	2
Secondary Instrument	1
Performance Groups	2
Critical Thinking/Problem Solving in Math	3
Area II Distribution Requirement	3
Area III Distribution Requirement	3
Information Literacy	2
Physical Education	<u>1</u>
	34

<i>Sophomore Year</i>	<i>Credits</i>
Music Theory III & IV	6
Sight Singing III & IV	2
Primary Instrument	2
Secondary Instrument	1
Performance Groups	2
Human Communication	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Free Electives	6
Physical Education	<u>1</u>
	29

<sup>1</sup>Foundations of Music Theory (MUS181) is a prerequisite to Music Theory I which is offered only in the spring semester. As a result, Associate Degree candidates should anticipate taking Music Theory IV and Sight Singing IV in a sixth semester of study.

**DEPARTMENT MINORS****Art History (15 credits)**

*The Art History minor requires five courses selected from the following:*

ART101	Introduction to Art Appreciation
ART201	Introduction to Visual Communication
ART202	Survey of Art I
ART203	Survey of Art II
ART391	Nineteenth-Century Art
ART392	Twentieth-Century Art
ART393	American Art
ART498/ART499	Independent Study

**Music Minor (18 credits)**

MUS182-183	Music Theory I, II <sup>1</sup>
MUS184-185	Sight Singing and Ear Training I, II
MUS290	Introduction to Music Literature
	Applied Music
	Music Ensemble
	Music Elective

**Music Industry Minor (18 credits)**

MUS181	Foundations of Music Theory (Music Majors are exempt from MUS181)
MUS297	Survey of Music Industry
MUS397	Entertainment and Promotion
MUS497	Music Copyright and Licensing

Pick 6 additional credits from the following:

MUS200	Music Appreciation <sup>1</sup>
	Applied Music <sup>2</sup>
MUS286	Jazz History
MUS287	American Popular Music
MUS288	History of Rock & Roll

**Fine Art (15 credits)**

*The Fine Art minor requires five courses:*

Introduction to Art Appreciation (ART101), Survey of Art I (ART202), **OR**  
Survey of Art II (ART203)

<sup>1</sup>Foundations of Music Theory (MUS181) is a prerequisite to Music Theory I (MUS182)

<sup>2</sup>Music Majors may not use MUS200 or Applied Music to satisfy this requirement.

Two consecutive courses in a selected medium (ART210, 211; ART215, ART265; ART216, 266; ART225, 275; ART220, 270; ART230, 280; ART245, plus either ART295 or 345)

Two Art Electives (may also include ART 450, 451, 498, 499)

### **Graphic Design (18 credits)**

ART201	Introduction to Visual Communication
ART210	Design I
ART289	Typography, Layout, and Production
ART240, 290, 340	Two Computer Graphics courses
ART346	Photographic and Digital Imaging Methods

### **Photography (15 credits)**

ART210	Design I
ART245	Photography I

Any three of the following: ART295, 345, 346, CM242, ART498, 499

### **Public Relations (15 credits)**

CM221	Public Relations
CM327	Persuasion
CM421	Public Relations Campaign Strategies
MKT200	Principles of Marketing
MKT330	Advertising

### **Speech Communication (15 credits)**

CM206	Communication Theory
CM327	Persuasion

One course from the following:

CM211	Mass Communication
CM212	Public Speaking
CM329	Interpersonal Communication

Six credits from any speech communication or mass communication course beyond CM104 (may not include more than 3 credits of practicum)



**T**he Department of Nursing offers a baccalaureate degree program which leads to a Bachelor of Science with a major in nursing. High school graduates, transfer students, and students who hold degrees in other disciplines may apply to the program. Special programs are available for registered nurses and licensed practical nurses.

### MISSION STATEMENT

The Mission of the Department of Nursing encompasses the following:

- We are committed to providing a high quality academic program which builds on a foundation of general education. The general education is used to facilitate the development of a broadly educated citizen, to support the nursing major and is integrated throughout the program.
- We are committed to a teaching-learning environment characterized by individual attention to students and their learning needs. Classroom and clinical experiences are provided to assist students to utilize critical thinking and communication skills in the application of theory to their professional and personal endeavors.
- Resources are selected to provide a variety of modes for the student to pursue both guided and independent learning. These include, but are not limited to, group and individual practice in the skills lab, access to audio-visual materials in the learning center, and supervised practice in selected clinical sites.
- We are supportive of the college's commitment to acquiring a diverse student body and provide learning experiences which promote cultural awareness.
- We are attentive to community expressed needs by preparing practitioners who are equipped to practice in a changing health care scene.
- We are committed to providing an environment that promotes academic honesty, personal integrity, and the ability to engage in ethical decision making.
- We strive to create a climate that puts emphasis on learning as a life-long endeavor.

### GOALS

The goals of the nursing program are to: 1) provide a program that prepares a qualified entry level professional generalist nurse capable of meeting the changing needs of diverse populations in multiple settings; 2) attract and retain a diverse high quality student population, maintaining positive relationships after graduation; 3) attract and retain a highly qualified faculty committed to continued professional development; 4) respond to the community's needs for professional nursing education; 5) develop educational strategies that build on changing technologies: computerization, telecommunications; 6) support faculty and student leadership and service activities in the community; and 7) provide an education which prepares the student for graduate study in nursing.



## DEPARTMENT OF NURSING POLICIES

### Progression Policies

Admission to York College of Pennsylvania does not automatically ensure progression to the nursing clinical courses which begin at the second semester of the sophomore level. To enroll in the first clinical course, Basic Principles of Nursing (N210), students must have a 2.8 cumulative average and must have completed the following courses with a grade of at least a C (2): General Psychology (PSY100), Introduction to Sociology (SOC100), Concepts of Chemistry I and II (CHM114, CHM115, CHM116, CHM117), Human Anatomy and Physiology (BIO220, BIO221), and Microbiology (BIO230, BIO231), Human Development and Health Care (N201), Nutrition in Health Care (N202), and the College Common Core Requirements, English Composition (E101), Writing About Literature (E200), Human Communication (CM104), Information Literacy (IFL101), and Critical Thinking/Problem Solving in Math (MAT111). Faculty strongly recommend that students take IFL101, Information Literacy, prior to, or concurrently with N210.

To remain in and progress through the Nursing major, a C (2) or better must be obtained in each required support and nursing course and the student must carry a cumulative average of 2.8. To pass all clinical nursing courses, a student must receive a satisfactory grade (2) for both the classroom and clinical components of the course. A student who has received less than a C (2) in any nursing course will be permitted to repeat the course only one time. Both theory and clinical courses of each clinical course sequence must be successfully completed prior to taking the next semester's theory and clinical course sequence. A student who receives a grade that is less than C (2) in any two nursing courses must withdraw from the nursing program.

Students are expected to exhibit personal and professional attributes which are consistent with effective nursing practice. To provide safe and effective nursing care during clinical experiences, students must demonstrate preparation for the experiences as outlined in course syllabi, and must be able to make sound nursing judgments. Students who are not making sound judgments and who are not providing safe and effective nursing care will be placed on probation and may be asked to withdraw from clinical nursing courses.

When a student is absent from clinical due to illness, provisions will be made for the student to meet the clinical objectives of the course, if possible. This will be dealt with on an individual basis. If a student cannot meet the clinical objectives of the course within the semester, he/she must withdraw and repeat the course in the future.

All students who interrupt the suggested progression of courses for any reason must submit a letter of intent to the Chairperson of the Department of Nursing before they will be eligible to register for any course in the nursing major at a later time. It should be noted that if there is a delay in the completion of required courses, there is no guarantee that degree requirements will remain constant although efforts will be made to accommodate each individual.

The graduates of this program, except registered nurses who are already licensed, will be eligible to take the examination for licensure as a registered nurse in all states.

**BACCALAUREATE DEGREE PROGRAM**

The baccalaureate program in nursing is approved by the Pennsylvania State Board of Nursing and accredited by the National League for Nursing Accrediting Commission. The nursing major is a highly structured and academically intensive program. It requires motivation, investment of time, and a strong commitment to learning. Desirable professional qualities include aptitude, creativity, self-direction, self-discipline, discretion, integrity, tolerance, flexibility, optimistic outlook, and evidence of good physical and mental health.

Students who are admitted to the nursing major as freshmen without any college credits, and who meet the academic requirements per catalog schedule, are assured of enrollment in clinical nursing courses. For all other students there may be waiting lists for enrollment in clinical courses based on date of matriculation into the nursing major.

The National League for Nursing Accrediting Commission (NLNAC), 61 Broadway, New York, NY 10006, telephone (212) 989-9393 is a resource for information regarding tuition, fees and length of program. This information is provided annually to the NLNAC by the Department of Nursing.

It is a policy of the Pennsylvania State Board of Nursing not to issue a license to an applicant who has been convicted of a felonious act.

**Curriculum Objectives**

Individuals who have majored in nursing and who are candidates for the Bachelor of Science degree will demonstrate the ability to do the following:

1. Use knowledge from the arts, sciences, humanities, and the discipline of nursing in nursing practice to assist individuals and groups from diverse populations to adapt to changing health states throughout the life span.
2. Provide safe holistic nursing interventions to individuals and groups in a therapeutic manner which acknowledges and accommodates diversity.
3. Teach individuals and groups about health and activities that support a healthful environment.
4. Use leadership skills and ethical principles to foster and advocate for the provision of high quality nursing services to individuals and groups.
5. Utilize critical thinking skills and the nursing research literature in implementing the nursing process in a caring and professional manner.
6. Communicate clearly and concisely both verbally and in writing.
7. Demonstrate competence in the use of technological equipment commonly used to expedite communication in institutions of higher learning and health care agencies.
8. Utilize resources and strategies which support lifelong learning and professional growth.

**Appeal Process for Students Denied Progression**

The Department of Nursing Scholastic Standards Committee examines academic records of students and determines progression in the nursing program. Students who do not meet the stated criteria and thus are denied progression by the Scholastic

Standards Committee may schedule an appointment with the Department of Nursing Appeals Committee to ask for reversal of the decision based on special circumstances. Students are informed in writing of the date for the Appeals Committee meeting prior to the end of each semester. In the letter the student receives from the Scholastic Standards Committee denying progression, the student is again informed of the date the Appeals Committee will consider appeals.

### **Health Certification**

All nursing majors are expected to adhere to stated Department of Nursing health policies. These are required by the Pennsylvania State Board of Nursing and the contractual agencies for clinical experiences. The requirements are stated in the *Department of Nursing Student Handbook* and are listed in a student health handout available in the Department office. Also available are the forms to be completed. Before the first clinical nursing course, students must be certified by a physician and dentist to be of good health and capable of active participation in clinical experiences. Results of laboratory work and immunization records must also be submitted at that time. Results of PPD testing completed within six months of the beginning of each clinical course must also be on record. In order to reduce the risk from exposure to the Hepatitis B virus all students are required to show proof of completion of the series of Hepatitis B vaccination **OR** to sign a form indicating refusal of the vaccination.

For students who enroll in the first clinical nursing course in the fall semester, medical and dental materials are due on August 15 prior to that semester; for the spring semester, the materials are due December 15. Any student who has not submitted the necessary reports to the Nursing Department Office will not be permitted in nursing facilities for clinical experience, including simulated clinical experience, until required materials have been submitted. The student will receive an unsatisfactory/unexcused absence from clinical experiences for each day missed.

### **CPR and First Aid Certification**

All students enrolling in courses which provide clinical experiences are to obtain and maintain annual certification in CPR for professional health care providers through appropriate courses offered by the American Heart Association and/or American Red Cross or equivalent. Non-licensed students are required to obtain American Red Cross "First-Aid Basics." Copies of CPR and First Aid certification that will not expire during the semester must be submitted by August 15 for the fall semester and December 15 for the spring semester. Any student who has not submitted evidence of certification will not be permitted in clinical facilities, including simulated clinical experiences, until required materials have been submitted. The student will receive an unsatisfactory/unexcused absence from clinical laboratory for each day missed.

### **Transportation**

All students must provide their own transportation to all nursing practice facilities beginning with the sophomore year. Students must abide by agency parking regulations.

### Liability Insurance

All students in the sophomore, junior, and senior years who are registered for clinical courses must carry liability insurance payable to the College Business Office.

### Uniforms

Uniforms must be worn during planned nursing practice assignments supervised by YCP nursing faculty. Specific uniform policies and requirements are stated in the *Department of Nursing Student Handbook* and are discussed at the beginning of the first clinical nursing course. Students must purchase uniforms and laboratory supplies in preparation for clinical experiences.

### Miscellaneous

All nursing students are required to obtain criminal record clearance from the Pennsylvania State Police and a child abuse clearance from the Pennsylvania Department of Welfare prior to the first semester of the senior year.

Other costs may include fees for medical insurance, immunizations, the graduate pin, meals at clinical experience, subscriptions to professional journals, parking at some clinical experience sites, textbooks, reference books, and the application for the National Council Licensure Examination – RN (NCLEX–RN). Students are required to take two outcomes tests, the Mosby Assesstest and a critical thinking test at the end of the final semester.

### Bachelor of Science Degree with a Major in Nursing

#### Requirements For Graduation:

To be eligible for graduation, students majoring in Nursing must complete a minimum of 129 credits, achieve a cumulative grade point average of 2.8, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, Nursing majors must achieve a grade of 2 (C) in all required courses in the major.

#### The required courses for the Nursing major are:

PSY100	General Psychology*
SOC100	Introduction to Sociology*
CHM114	Concepts in Chemistry I
CHM115	Concepts in Chemistry I Lab
CHM116	Concepts in Chemistry II
CHM117	Concepts in Chemistry II Lab
BIO220	Anatomy and Physiology I

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\*Courses also meet the Area Distribution Requirements

BIO221	Anatomy and Physiology I Lab
BIO222	Anatomy and Physiology II
BIO223	Anatomy and Physiology II Lab
BIO230	Microbiology
BIO231	Microbiology Lab
BEH260	Statistics
N201	Human Development and Health Care
N202	Nutrition in Health
N210	Basic Principles in Nursing Practice**
N307	Nursing Concepts: Chronic Health Problems
N308	Nursing Practice: Adults with Chronic Health Problems
N317	Nursing Concepts: Parent Child Health
N318	Nursing Practice: Nursing Practice Parent Child Care
N407	Nursing Concepts: Acute Health Problems
N408	Nursing Practice: Adults with Acute Health Problems
N411	Leadership in Professional Nursing
N412	Research and Professional Nursing Practice
N417	Nursing Concepts: Community Health
N418	Nursing Practice: Community Health
N425	Nursing Concepts: Psychiatric/Mental Health
N426	Nursing Practice: Psychiatric/Mental Health
N450	Nursing Practicum

### Nursing (suggested course sequence)

<i>Freshmen Year</i>	<i>Credits</i>
English Composition	3
Critical Thinking/Problem Solving in Math	3
General Psychology	3
Introduction to Sociology	3
Concepts in Chemistry I and II	8
Area I Distribution Requirement	3
Human Communication	3
Information Literacy	2
Physical Education	1
Free Elective	<u>3</u>
	32
 <i>Sophomore Year</i>	 <i>Credits</i>
Writing About Literature	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Anatomy and Physiology I and II	8

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\*\*Note prerequisites stated in narrative.

Microbiology	4
Nutrition	3
Human Development	3
Basic Principles	5
Physical Education	<u>1</u>
	33

<i>Junior Year</i>	<i>Credits</i>
Area I Distribution Requirement	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Concepts: Chronic Health Problems (1st semester)	3
Practice: Adults w/ Chronic Health Problems (1st semester)	5
Statistics	3
Concepts: Parent Child Health (2nd semester)	3
Practice: Parent Child Health (2nd semester)	5
Research and Professional Nursing	3
Free Electives	<u>3</u>
	34

<i>Senior Year</i>	<i>Credits</i>
Concepts: Community Health (1st semester)	2
Practice: Community Health (1st semester)	4
Concepts: Psychiatric/Mental Health Nursing (1st semester)	2
Practice: Psychiatric/Mental Health Nursing (1st semester)	4
Concepts: Acute Health Problems (2nd semester)	2
Practice: Adults with Acute Health Problems (2nd semester)	4
Leadership in Professional Nursing (2nd semester)	3
Nursing Practicum (2nd semester)	3
Free Electives	<u>6</u>
	30

### **Advanced Placement for the Licensed Practical Nurse and the Registered Nurse**

The Department of Nursing has adopted the Pennsylvania Nursing Articulation Model. The Model provides education progression for nurses from state approved and National League for Nursing Accrediting Commission (NLNAC) accredited schools to progress to the next education program without repetition. Nurses who have graduated within three years are eligible for direct articulation from their program to York College provided they are a graduate of a NLNAC accredited program, hold a Pennsylvania RN or PN license to practice nursing, and meet program admission requirements.

Nurses who graduated from a NLNAC accredited program within the last ten years but not within the last three years, and who have practiced nursing 1000 hours within the last three years, are also eligible for direct articulation. Nurses who have been graduates for more than ten years must validate nursing knowledge.

Nurses who are eligible for articulation will have the credits posted on their transcripts after they have completed the first clinical nursing course (for the RN, either N455 or N456; for the LPN, N308). The RN will receive credit via articulation for the courses N201, N202, N210, N307, N308, N317, N318, N425, and N426. The LPN will receive credit for N201, N202, and N210.

### **Program of Study for the Licensed Practical Nurse**

Licensed practical nurses who are granted advanced placement must maintain a current license issued by the Pennsylvania State Board of Nursing. Licensed practical nurses have the opportunity to earn credit for the sophomore level (200) nursing courses by exam or via the Pennsylvania Nursing Articulation Model. In addition to the required courses on pages 270–271, the student must complete:

N220 Concepts in Professional Nursing for the Licensed Practical Nurse

### **Baccalaureate Degree Completion Program for Registered Nurses**

The Department of Nursing offers a program that facilitates the progress of the registered nurse student who wishes to obtain the baccalaureate degree. The program offers flexibility, opportunity to earn credit by NLN mobility exams or via the Pennsylvania Nursing Articulation Model for the nursing courses, N201, N202, N210, N307, N308, N317, N318, N425, and N426, acceptance of transfer courses earned prior to admission, and opportunity to earn Common Core and Area Distribution Requirement credits through CLEP examinations.

The program is presented at York College as well as through telecommunication resources to selected work sites. Student records will be assessed individually for program planning of necessary requirements. All nursing challenges must be successfully completed prior to beginning any clinical course (N455 or N456) and registered nurse licensure in Pennsylvania is required. Students are also required to show evidence of having purchased liability insurance.

*Students must complete the following at York College of Pennsylvania:*

- N320 Health Assessment Skills for Professional Nursing Practice/RN
- N321 Concepts in Professional Nursing for the Registered Nurse
- N332 Research and Professional Nursing Practice/RN
- N421 Leadership in Professional Nursing/RN
- N430 Selected Topics in Health Related Issues
- N455 Acute Care Concepts/Practice for the Registered Nurse
- N456 Community Concepts/Practice for the Registered Nurse



**S**tudents who pursue one of the majors in the Physical Sciences Department will gain the skills that are increasingly demanded in today's highly technical world. It is the mission of the Physical Sciences Department to prepare students for a career in a scientific and/or technical field by developing their professional fitness, their proficiency with the problem solving techniques of mathematics and science, and their expertise in using modern equipment and software. The reward for the dedication and hard work required for successful completion of a major in this department is the key to enter the technical/professional world—in business or industry, in education, or for further study in graduate school.

The Physical Sciences Department offers programs leading to the Bachelor of Science degree with majors in Chemistry, Engineering Management, Mathematics, Mechanical Engineering, Medical Technology, Physical Science, Secondary Education General Science, and Secondary Education Mathematics. A career in Forensic Science, Criminalistics, may be pursued by majoring in Chemistry or Physical Science (concentration Chemistry) with a minor in Criminalistics. The Medical Technology program includes three years of classroom and laboratory instruction followed by one year of hospital clinical study. Two year curricula leading to the Associate of Science degree are offered in Chemistry, Engineering, and Physics.

York College also maintains a combined plan affiliation with the School of Engineering and Applied Sciences of Columbia University. The combined plan allows a student to devote three years to the study of liberal arts and sciences at York College before transferring to Columbia University for two years of engineering or science studies. This 3-2 (five-year) program leads to a Bachelor of Science degree from York College and a Bachelor of Science degree with a major in engineering or applied science from Columbia University.

### BACCALAUREATE DEGREE PROGRAMS

#### **Bachelor of Science Degree in Chemistry**

The Chemistry Major is designed to prepare students for graduate or professional studies or for employment as a chemist. The program of study closely follows the guidelines outlined by the American Chemical Society.

#### **Requirements For Graduation:**

To be eligible for graduation, students majoring in Chemistry must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in chemistry must earn a 2.0 in all major courses.



**The courses required for the Chemistry Major are:**

Required major courses:

CHM134	General Chemistry I*
CHM136	General Chemistry II*
PHY110	General Physics (Mechanics and Heat) <b>OR</b>
PHY160	Engineering Physics (Mechanics)
PHY112	General Physics (Electricity and Magnetism) <b>OR</b>
PHY162	Engineering Physics (Heat, Thermodynamics, and Sound)
CHM234	Organic Chemistry I
CHM236	Organic Chemistry II
MAT171	Calculus I
MAT172	Calculus II
MAT271	Calculus III
MAT272	Differential Equations
CHM336	Quantitative Analytical Chemistry
CHM338	Instrumental Analytical Chemistry
CHM344	Physical Chemistry I
CHM346	Physical Chemistry II
CHM444	Inorganic Chemistry
CHM481	Independent Study
PSC474	Physical Science Seminar

One course from the following:

CHM434	Advanced Organic Chemistry
CHM482	Independent Study
CHM498	Chemistry Internship
BIO350	Biochemistry

Required Electives: 20 credits

**Chemistry (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
General Chemistry I and II	8
Physics	8
Calculus I and II	8
English Composition	3
Information Literacy	2
Physical Education	<u>1</u>
	30
 <i>Sophomore Year</i>	 <i>Credits</i>
Organic Chemistry	8
Calculus III	4
Differential Equations	4

\*Two of these fulfill general education requirements.

Writing About Literature (E200)	3
Area V Distribution Requirements	6
Area I Distribution Requirement	3
Human Communication	3
Physical Education	<u>1</u>
	32

<i>Junior Year</i>	<i>Credits</i>
Physical Chemistry	8
Quantitative Analytical Chemistry	4
Instrumental Analytical Chemistry	4
Area IV Distribution Requirements	6
Area I Distribution Requirement	3
Area II Distribution Requirements	<u>6</u>
	31

<i>Senior Year</i>	<i>Credits</i>
Inorganic Chemistry	3
Physical Sciences Seminar	3
Independent Study	3
Chemistry Elective	3-4
Free Electives	<u>19</u>
	31-32

### **Bachelor of Science Degree in Engineering Management**

The Engineering Management Program has been designed for those students who wish to pursue a career in management with companies involved in technical production and sales.

#### **Requirements For Graduation:**

To be eligible for graduation, students majoring in Engineering Management must complete a minimum of 131 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Engineering Management must earn a grade of 2 or better in every course in the Engineering component and maintain a 2.0 average in the Management component.

#### **The required courses for the Engineering Management major are:**

Management Component (36 credits)

MKT200	Principles of Marketing
ACC220	Financial Accounting
ACC225	Managerial Accounting
ECO200	Macroeconomics
ECO201	Microeconomics

	MGT250	Principles of Management
	MGT320	Human Resource Management <b>OR</b>
	MGT330	Labor Relations
	MGT350	Operations Management
	MGT375	International Management
MAT250	<b>OR</b> QBA260	Statistics
	BUS345	Business Law I
	BUS495	Business Policy

Note: At least 3 courses (excluding ACC220, ACC225 & Statistics) must be taken at YCP.

#### Engineering Component (47–49 credits)

MAT171	Analytic Geometry and Calculus I
MAT172	Analytic Geometry and Calculus II
MAT271	Analytic Geometry and Calculus III
PHY160	Engineering Physics (Mechanics)
PHY162	Engineering Physics (Heat, Thermodynamics, and Sound)
PHY260	Engineering Physics (Electricity and Magnetism)
CHM134	General Chemistry
EGR146	Engineering Graphics
EGR244	Introduction to CAD
ME250	Statics
ME260	Materials Science

And two courses from the following:

ME280	Electrical Circuits
ME252	Dynamics
ME264	Strength of Materials
MAT272	Differential Equations
PHY262	Modern Physics

Required Electives: 12 credits

#### Engineering Management (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Information Literacy	2
Analytic Geometry and Calculus I and II	8
Engineering Graphics	2
Introduction to CAD	3
Free Elective	3
Human Communication	3
Physical Education	1
Area III Distribution Requirements	<u>6</u>
	31

<i>Sophomore Year</i>	<i>Credits</i>
Engineering Physics	8

Analytic Geometry and Calculus III	4
Principles of Economics	6
Financial and Managerial Accounting	6
Area V Distribution Requirements	6
Physical Education	1
Writing About Literature	<u>3</u>
	34
<i>Junior Year</i>	<i>Credits</i>
General Chemistry	4
Materials Science	4
Free Elective	3
Statistics	3
Area IV Distribution Requirements	6
Principles of Marketing	3
Principles of Management	3
Labor Relations <b>OR</b> Human Resource Management	3
Statics	<u>3</u>
	32
<i>Senior Year</i>	<i>Credits</i>
Engineering Electives	6-8
Area I Distribution Requirements	6
Operations Management	3
International Management	3
Engineering Physics	4
Business Law I	3
Business Policy	3
Free Electives	<u>6</u>
	34-36

### Bachelor of Science Degree in Mathematics

The major in Mathematics is based on the program recommended by the Mathematical Association of America. It is designed to prepare students for either a career in mathematics or a mathematics-related field, or to continue their studies in graduate school.

#### Requirements For Graduation:

To be eligible for graduation, students majoring in Mathematics must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education Requirements of the College (see page 91). Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Mathematics must maintain a 2.0 average in all major requirements.

**The required courses for the Mathematics major are:**

MAT171, MAT172, MAT271	Calculus and Analytic Geometry I, II, and III
MAT230	Exploring Mathematics with the Computer
MAT260	Elementary Linear Algebra
MAT272	Differential Equations
MAT280	Mathematical Structures
MAT361	Abstract Algebra I
MAT371, MAT372	Advanced Calculus I & II
MAT390	History of Mathematics
MAT480	Point-Set Topology
PHY160	Engineering Physics (Mechanics)
PHY260	Engineering Physics (Electricity & Magnetism)

Math Electives: 9 credits from MAT345, MAT350, MAT362, MAT440, MAT473, MAT470, MAT477, MAT490, MAT496.

A grade of "2" or better is required in all mathematics courses.

Free Electives: 30 credits (May be used to satisfy a minor.)

**Mathematics (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Writing About Literature	3
Human Communication	3
Information Literacy	2
Calculus I & II	8
Area II Distribution Requirements	6
Area I Distribution Requirement	3
Physical Education	<u>1</u>
	29

<i>Sophomore Year:</i>	<i>Credits</i>
Calculus III	4
Differential Equations	4
Exploring Math with the Computer	3
Mathematical Structures	3
Elementary Linear Algebra	3
Area I Distribution Requirement	3
Area V Distribution Requirements	6
Area IV Distribution Requirements	6
Physical Education	<u>1</u>
	33

<i>Junior Year</i>	<i>Credits</i>
Advanced Calculus I & II	6
Abstract Algebra I <u>OR</u> Point-Set Topology	3

History of Mathematics	3
Mathematics Electives	6
Engineering Physics	8
Free Electives	<u>6</u>
	32
<i>Senior Year</i>	
Point-Set Topology <u>OR</u> Abstract Algebra	3
Mathematics Electives	6
Free Electives	<u>21</u>
	30

### **Bachelor of Science Degree in Mechanical Engineering**

Engineers are problem solvers. They synthesize ideas, make decisions, design systems, and create solutions to problems, all subject to a diverse set of real-world constraints. In addition to performance factors, these constraints include economic and environmental issues, safety, timeliness, reliability, ethics, aesthetics and social impact. Engineers graduating for work in the 21st century must understand the implications and interaction of these constraints within the framework of our technology-dependent society.

Mechanical engineering, the broadest of all engineering disciplines, has long played a key role in adapting scientific knowledge to societal needs. In virtually every sector of our economy, mechanical engineers draw upon mathematics and basic science to design machines, processes, and mechanical systems of all types. For example, a mechanical engineer working in the area of thermodynamics and power could become involved in any of the following: the design of reactors, turbines, generators and engines; the development of heating and refrigeration systems using both traditional and nontraditional energy sources; or the design and manufacture of machines used for transportation including land, sea, air, and space.

#### ***Mechanical Engineering at York College***

Engineering majors at York College participate in a rigorous and relevant program of study in science, mathematics and engineering, as well as general education courses in the arts, humanities, foreign culture, and the behavioral and social sciences. The engineering component of the program, in addition to being academically rigorous, places strong emphasis on the art of engineering design. The curriculum provides for both breadth and depth through required and elective engineering courses in three focus areas or "stems": (1) solid body mechanics and structures, (2) thermo/fluid science, and (3) mechatronics including robotics and computer control of electrically driven mechanical devices.

Career options for York College engineering graduates cover the range from entry-level engineering positions in industry and business to advanced study leading to graduate degrees. A multitude of options exists in industry including product research and development in both the consumer and commercial sectors; materials characterization and engineering; energy production, utilization and management; automation,

controls and instrumentation design; and the design and production of advanced manufacturing facilities and equipment. York College engineering graduates may also pursue graduate study in engineering, or other fields such as business, law, or medicine.

The York College Bachelor of Science degree with a major in Mechanical Engineering is a four-year degree program that includes a required component of salaried engineering cooperative work experience (co-op). The program is supported in part, by an active partnership of regional industrial and business organizations. This partnership provides financial resources for engineering scholarships and laboratory development, and co-op opportunities for students. It also provides for ongoing interaction with practicing engineers and engineering managers to assure a relevant curriculum of the highest standards.

In addition to co-op, YCP engineering students undergo regular exposure to the profession and practice of engineering. This occurs through client-based course-related design projects as well as through strong involvement with professional societies including seminars, field trips, dinner meetings, and student-chapter activities such as design competitions.

York College is committed to providing its engineering majors with the highest quality educational experience possible. Our program features small classes and labs taught by engineering faculty, closeness with faculty and fellow students both within and beyond the academic realm, and a rich and open relationship with the non-engineering faculty and student body.

### *Program Mission Statement*

In the belief that engineering is both a social and technical profession, the York College Mechanical Engineering major is committed to preparing engineers to practice their profession in the face of challenges—both known and unknown—that are many and diverse. Engineers preparing for work in the coming decades will be required to contend with an ever increasing pace of change, an explosion of information, and the globalization of economies and technology. They will need an increased awareness of, and ability to deal with, environmental and national priorities, and an understanding of, and appreciation for, the human condition.

In our effort to prepare students to meet these and other challenges for the exciting and unknown road ahead, the Mechanical Engineering major, consistent with its origin and institutional mission, is dedicated to providing its engineering graduates with the knowledge and skills necessary to successfully practice their chosen profession, to pursue graduate study in engineering or other fields, and to inspire a passion for life-long learning.

### *Policy on Admission to Mechanical Engineering*

Students accepted for admission to the major in mechanical engineering at York College will be placed in one of two groups—those fully admitted to engineering and those provisionally admitted to engineering. Traditional freshman students as well as “non-traditional” students who meet all the criteria for admission (see below) will be considered to be fully admitted students as they enter the program.

*Criteria for Admission to Mechanical Engineering*

Criteria for admission to the Mechanical Engineering major includes satisfactory evaluation of the following:

1. High school academic performance including class rank and quality of courses taken
2. Minimum high school (or equivalent) preparation will include
  - a. Three years of laboratory science (physics strongly recommended)
  - b. Four years of mathematics normally covering elementary and intermediate algebra, plane geometry and trigonometry
  - c. Four years of English
3. SAT or ACT scores
4. High school recommendations
5. Personal qualities and extracurricular record

*Provisional Admission to Engineering*

A student will be admitted to the engineering major on a provisional basis if, for one reason or another, that student does not satisfactorily meet all the above criteria, *but* enough evidence exists to suggest that he/she has the *potential to succeed* in mechanical engineering, given a carefully supervised program of study which may include remedial courses. With permission of the Program Coordinator, such a student may enroll in lower division (level 100 or 200) engineering courses. (In fact, for most lower-division engineering students, there will be no apparent distinction between provisionally admitted and fully admitted engineering majors.)

To move from provisional status to fully admitted status the student, during his/her first two years of study, must earn at least three grades of B (or better) in the eight courses listed below, with at least one B in each of the two categories given. Upon completion of this requirement within the first two years, the student will be designated as a mechanical engineering major and may continue toward completion of the program.

*Category I: Mathematics*

MAT172	Calculus II
MAT271	Calculus III
MAT272	Differential Equations

*Category II: Engineering Science*

ME250	Statics
ME260	Materials Science
ME264	Strength of Materials
ME280	Electrical Circuits
ME320	Thermodynamics

In cases where this requirement is not met prior to the third year of study, a thorough review of the student's academic record will be undertaken to determine if that student's mathematical skills are sufficient for junior-level course work. If those skills



are found to be insufficient, the student will not be allowed to continue in the program. In some special cases, remedial course work may be prescribed. Subsequent to this, another review of the student's academic qualifications would occur.

### **Engineering Math Skills Assessment**

Prior to the beginning of fall classes, all entering students pursuing an engineering major will sit for the *Engineering Math Skills Assessment*. This assessment is a test of algebraic skills and is approximately 45 minutes in duration. It will be used as an advising tool both prior to, and during, the time the student is enrolled in engineering. It will also provide a database for future evaluation of engineering student performance. *It is recommended that students who have questionable math skills take this evaluation in the spring of their high school senior year* so that any math deficiencies may be remedied prior to the fall semester.

### **Requirements For Graduation:**

To be eligible for graduation, students majoring in Mechanical Engineering must (i) complete a minimum of 151 credits (including 6 credits of co-op), (ii) achieve a grade of 2.0 or better in courses required for the major, (iii) achieve a cumulative GPA of 2.0 or better, (iv) satisfactorily complete three full semesters of co-op, (v) satisfy the College's residency requirement, and (vi) complete the General Education Requirements of the College (see page 91).

Co-op begins for all engineering majors during the summer between their sophomore and junior years. To be eligible for co-op, a student must have a GPA of 2.0 or better.

The curriculum provides a balance of courses in three areas:

1. science, mathematics, and basic engineering
2. fine arts and humanities, international studies/foreign language, American/western civilization and American government, and the behavioral and social sciences
3. professional engineering practice including a significant component of client-based design problems and three semesters of industry-based co-op

### **The Courses Required for the Mechanical Engineering major are:**

Common Core Requirements (17 credit hours)

E101	English Composition (3)
E200	Writing About Literature (3)
CM104	Human Communication (3)
IFL101	Information Literacy (2)
MAT171	Calculus I (4)
	Physical Education (2)

Area Distribution Requirements (24 credit hours)

Area I:	Fine Arts and Humanities (6)
Area II:	Social and Behavioral Sciences (6)

Area IV: American/Western Civilization and Government (6)

Area V: International Studies/Foreign Language (6)

**Science and Mathematics Requirements (26 credit hours)**

CHM134	General Chemistry I (3)
CHM135	General Chemistry I Lab (1)
PHY160	Engineering Physics (Mechanics) (3)
PHY161	Engineering Physics (Mechanics) Lab (1)
PHY165	Special Topics in Engineering Physics (1)
PHY260	Engineering Physics (Electricity & Magnetism) (4)
PHY261	Engineering Physics (Electricity & Magnetism) Lab (1)
MAT172	Analytic Geometry and Calculus II (4)
MAT271	Analytic Geometry and Calculus III (4)
MAT272	Differential Equations (4)

**Engineering Requirements (84 credit hours)**

EGR101	Engineering Practice and Design Studio (EPADS) I (2)
EGR102	Engineering Practice and Design Studio (EPADS) II (2)
EGR250	Engineering Analysis I (3)
ME250	Statics (3)
ME252	Dynamics and Vibration (3)
EGR256	Computer Applications for Engineers (2)
ME260	Materials Science (3)
ME261	Materials Science Laboratory (1)
ME264	Strength of Materials (3)
ME265	Materials and Solids Laboratory (1)
ME280	Electrical Circuits (3)
ME281	Electronic Measurement and Signal Processing (1)
EGR290	Engineering Career Training Preparation (1)
EGR305	Statistical Design and Process Control (3)
EGR352	Engineering Analysis II (3)
ME320	Thermodynamics (4)
ME340	Mechatronics (4)
ME360	Fluid Mechanics (3)
ME361	Thermo/Fluids Laboratory (1)
ME380	Machine Design (4)
EGR400	Senior Design I (3)
EGR402	Senior Design II (3)
ME410	Heat Transfer (3)
ME411	Thermal System Design (2)
ME390	Computer Control of Machines and Processes (3)
EGR491	Co-op I (2)
EGR492	Co-op II (2)
EGR493	Co-op III (2)
	Four Engineering Electives (12)

**Mechanical Engineering (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
<i>Fall</i>	
Calculus I	4
General Chemistry I	4
English Composition	3
EPADS I	2
Information Literacy	2
Area Distribution Requirement	<u>3</u>
	18
<i>Spring</i>	
Calculus II	4
Engineering Physics (Mechanics)	5
Writing About Literature	3
EPADS II	2
Area Distribution Requirement	3
Physical Education	<u>1</u>
	18
<i>Summer</i>	<i>Credits</i>
Engineering Analysis I	3
Statics	3
Area Distribution Requirement	<u>3</u>
	9
<i>Sophomore Year</i>	<i>Credits</i>
<i>Fall</i>	
Calculus III	4
Materials Science	4
Engineering Physics (Electricity and Magnetism)	5
Human Communication	3
Computer Applications for Engineers	<u>2</u>
	18
<i>Spring</i>	
Differential Equations	4
Thermodynamics	4
Strength of Materials	3
Materials & Solids Lab	1
Electrical Circuits	3
Electronic Measurement & Signal Processing Lab	1
Engineering Career Seminar	1
Physical Education	<u>1</u>
	18

<i>Summer</i>	<i>Credits</i>
Co-op I	2
<i>Junior Year</i>	<i>Credits</i>
<i>Fall</i>	
Engineering Analysis II	3
Dynamics and Vibration	4
Mechatronics	4
Statistical Design & Process Control	3
Area Distribution Requirement	<u>3</u>
	17
<i>Spring</i>	<i>Credits</i>
Co-op II	2
<i>Summer</i>	<i>Credits</i>
Machine Design	4
Fluid Mechanics	3
Thermo/Fluids Lab	1
Engineering Electives	<u>6</u>
	14
<i>Senior Year</i>	<i>Credits</i>
<i>Fall</i>	
Co-op III	2
<i>Spring</i>	<i>Credits</i>
Senior Design I	3
Heat Transfer	3
Thermal System Design	2
Computer Control of Machines and Processes	4
Area Distribution Requirements	<u>6</u>
	18
<i>Summer</i>	<i>Credits</i>
Senior Design II	3
Engineering Electives	6
Area Distribution Requirements	<u>6</u>
	15

### **Engineering Cooperative Work Experience (Co-op)**

An engineering cooperative work experience (co-op) is a requirement for all engineering students at York College. Through this program, students have the opportunity to gain practical hands-on experience in industry and other engineering-related enterprises prior to graduation. After their first two years of study, students will alternate academic semesters with paid, professional engineering work experience in industry. Three semesters of co-op are required for graduation. This requirement may be waived for students with a history of qualified engineering work.

The successful co-op experience is based upon the three-way interaction involving the co-op student, the employer-based engineering mentor and the student's faculty advisor. During the student's cooperative education career, this interaction is nurtured and documented through regular meetings with the engineering mentor, on-site visits by the faculty advisor, written assessments and evaluations by both mentor and advisor, and through the student's co-op report.

Students are free to choose any geographic location for co-op and are encouraged to seek co-op opportunities abroad with U.S.-based companies that carry out international engineering operations. Locally, an organization of over 25 companies (see below) advises and supports the development of the mechanical engineering program, and provides co-op employment opportunities for York College engineering students. Students who co-op locally have the option to use York College housing during their co-op periods, during which time standard room charges apply.

In addition to helping the student prepare for more sophisticated academic work, co-op provides the student with

1. the opportunity to explore career options in a real-world context,
2. a knowledge of the world of business and work,
3. a better understanding of, and appreciation for, the linkage between coursework and engineering practice, thus contributing positively to the student's attitude toward academic work,
4. the opportunity to develop and enhance interpersonal skills,
5. a salary to help meet college expenses,
6. a better understanding of the engineering profession through early association with practicing engineers,
7. an edge in the job market upon graduation.

Co-op wage scales and benefits are set by individual employers in accordance with current market salaries. For example, during the 1998 fall semester, co-op wages averaged approximately \$465 per week.

### *York's Partnership With Industry*

**Industry Advisory Council (IAC):** The mechanical engineering program at York College enjoys a close and active involvement with local industry. An Industry Advisory Council (IAC) helps to support and implement the program at York College. Part of the IAC Charter is to provide significant capital resources for engineering laboratory facilities and scholarships, as well as co-op opportunities for York's engineering students.

Members of the IAC include: AMP Incorporated, American Hydro, Baker Refractories, Berg Electronics, Brewer Tichner, Campbell Chain/Cooper Tools, Donsco, Inc., Harley-Davidson Motor Company, Kinsley Construction Co., Magnatech International/LP, McClarin Plastics, Inc., New Standard Corporation, P.H. Glatfelter Company, Precision Components Corporation, Primex Technologies, Inc., SKF USA, Inc., Svedala Industries, Inc./Grinding Division, The Pfaltzgraff Company, Tighe Industries, Inc., United Defense/LP Ground Systems Division, U.S. Filter, Voith Hydro, Inc., Weldon Machine Tool Inc., and York International Corporation.

***Industrial Curriculum Advisory Board (ICAB):*** An outgrowth of the IAC has been the establishment of a small working group of engineers and engineering managers—active in their fields—who advise the Program Coordinator and help maintain a relevant focus for the engineering program at York College. This group is designated as the Industrial Curriculum Advisory Board (ICAB) and has, as its primary task, the responsibility to (i) help formulate the mission, goals and objectives of the YCP engineering program, (ii) oversee the program outcomes from an industrial perspective, and (iii) provide the input necessary for continuous improvement of the program as it produces engineering graduates for society in the 21st century. Companies currently represented on the ICAB include AMP Incorporated, Precision Components Corporation, United Defense Corporation/LP Ground Systems Division, Voith Hydro, Inc., and York International Corporation.

### ***Engineering Facilities***

Engineering programs are facility intensive. Engineering students are continually involved in some aspect of hands-on laboratory and/or design project activity. With the opening of the newly acquired McKay Hall dedicated entirely to the mechanical engineering program, modern engineering laboratory equipment, computational facilities, and design-project work areas have been provided to meet individual course and laboratory needs. The goal is to provide our engineering students with access to state-of-the-art equipment and machines. The laboratory areas in McKay Hall include the following: Design Project, Computer/CAD, Machine Tool and Materials Processing, Materials Science and Engineering, Solid Body Mechanics, Electronic Measurement and Signal Processing, Thermodynamics/Fluid Mechanics/Heat Transfer, Mechatronics, and Systems/Controls/Robotics.

### **Bachelor of Science Degree in Medical Technology**

Students pursuing a B.S. in Medical Technology complete three years of study at the College followed by a fourth clinical year of study in a hospital medical technology program.

A medical technologist performs tests under the direction of pathologists, physicians or scientists who specialize in clinical chemistry, microbiology, diagnosis of disease, and other biological sciences. Upon attaining the B.S. degree and passing the National Registry Examination, the medical technologist is qualified to work in medical laboratories in hospitals or private facilities, research laboratories, industrial laboratories, and in a variety of other laboratory positions.

Students pursuing the Bachelor of Science Degree in Medical Technology spend three years at the College followed by a fourth clinical year of study at an approved school of Medical Technology. During the summer before the junior year, students arrange with the medical technology coordinator to apply for the senior clinical year. The College cannot guarantee acceptance at the hospital since enrollment is limited by the size of the hospital-based program. However, the College assists in placing students in a clinical program. Selection criteria used by hospitals for clinical year candidates include student's cumulative GPA, letters of recommendation, personal interviews, and college affiliation. For more details, see Requirements for Graduation which follow.

Should a student elect not to continue in the Medical Technology Program or not be admitted to the hospital-based professional program, the student can easily switch to a Biology, Chemistry or Physical Science major. Students not accepted for the clinical year of study may reapply the following year.

The clinical year is normally a twelve-month program beginning in August of a student's senior year. Students will register with the college during the clinical year of study; however, no tuition is remitted to the College. The college financial aid office remains available for assistance to students for paying tuition costs to the Clinical Laboratory Science/Medical Technology school. Students are permitted to participate in the formal spring graduation ceremony at the College even though the clinical year program is still in progress.

York College is affiliated with York Hospital, York, PA; Elkins Park Hospital, Elkins Park, PA; Lancaster General Hospital, Lancaster, PA; and Pinnacle Health at Polyclinic, Harrisburg, PA. The programs of study vary somewhat with each hospital. Students may pursue the senior clinical year of study at the affiliate hospitals or NAACLS accredited non-affiliate programs.

### ***Requirements For Graduation:***

To be eligible for graduation, students majoring in Medical Technology must complete a minimum of 127 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College. Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Medical Technology must apply to a hospital medical technology school (NAACLS accreditation required) the summer before the junior year, for admission to the senior clinical year program. A minimum of a 2.5 grade point average is required for eligibility; however students are encouraged to maintain a 3.0 grade point average in order to be competitive for admission to the senior year program. All General Education requirements and all required courses for the major (except MT401-6) must be completed before the student enters the clinical year.

### ***The courses required for the Medical Technology major during the three years of study on-campus are:***

BIO150	Biology I
BIO230	Microbiology
BIO308	Animal Physiology
BIO354	Immunology
BIO350	Biochemistry
CHM134	General Chemistry I
CHM136	General Chemistry II
CHM234	Organic Chemistry I
CHM236	Organic Chemistry II
CHM338	Instrumental Analytical Chemistry
MAT250	Statistics

It is highly recommended that students complete more than the required credits needed for graduation by taking:

IFS105	Personal Productivity Computing
CHM336	Quantitative Analytical Chemistry
BIO240	Genetics

The required courses (32 credits) during the Clinical year are:

MT401	Clinical Microbiology
MT402	Clinical Chemistry
MT403	Clinical Hematology/Coagulation
MT404	Clinical Immunohematology
MT405	Clinical Immunology/Seriology
MT406	Clinical Seminar

Required Electives: 12 credits

### Medical Technology (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Biology I	4
General Chemistry	8
Informative Literacy	2
Critical Thinking and Problem Solving in Math	3
Area I Distribution Requirements	6
Human Communications	3
Physical Education	1
Elective	<u>3</u>
	33

<i>Sophomore Year</i>	<i>Credits</i>
Organic Chemistry	8
Animal Physiology	4
Microbiology	4
Physical Education	1
Statistics	3
Writing About Literature	3
Area II Distribution Requirements	6
Elective	<u>3</u>
	32

<i>Junior Year</i>	<i>Credits</i>
Biochemistry	4
Immunology	4
Instrumental Analytical Chemistry	4
Area IV Distribution Requirements	6
Area V Distribution Requirements	6
Electives	<u>6</u>
	30



*Senior Year**Credits*

Clinical year of study in an NAACLS approved program.

Credits for individual courses may vary with program.

The courses include: Clinical Microbiology, Clinical Chemistry,  
Clinical Hematology/Coagulation, Clinical Immunohematology,  
Clinical Immunology/Serology, Clinical Seminar

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**Bachelor of Science Degree in Physical Science**

The Physical Sciences Department offers a Physical Science Major with concentrations in Chemistry and Physics.

**Requirements For Graduation:**

To be eligible for graduation, students majoring in Physical Science must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, Physical Science majors must maintain a 2.0 average in all required and concentrated courses.

**Required Courses for Physical Science Major with concentrations in Chemistry and Physics (37–38 credits):**

BIO150	Biology I
CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics (Mechanics and Heat) <b>OR</b>
PHY160	Engineering Physics (Mechanics)
PHY112	General Physics (Electricity and Magnetism) <b>OR</b>
PHY162	Engineering Physics (Heat, Thermodynamics, and Sound)
CHM336	Quantitative Analytical Chemistry
CHM338	Instrumental Analytical Chemistry
PSC481–482	Independent Study <b>OR</b> Internship
PSC474	Physical Science Seminar

One Course Chosen From the Following:

Statistics (BEH260 **OR** MAT250)

Applied Calculus (MAT120)

Calculus III (MAT271)

In addition, students are required to select a concentration and complete the concentration courses described below:

Chemistry Concentration (18–19 credits)

CHM234 Organic Chemistry I

CHM236 Organic Chemistry II

BIO350 Biochemistry

and one of the following courses: IFS105, IFS150, IFS160, IFS165, IFS275

and one of the following courses: BIO230, BIO308, BIO354, PSC434,  
CHM434, CHM444, CHM490

Physics Concentration (18 credits)

MAT272 Differential Equations

EGR244 Intro to CAD

ME250 Statistics

ME252 Dynamics

PHY260 Engineering Physics (Electricity & Magnetism)

### Chemistry Concentration (suggested course schedule)

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Biology I	4
Information Literacy	2
General Chemistry	8
Calculus I	4
Physical Education	2
Elective	3
Human Communication	<u>3</u>
	29

<i>Sophomore Year</i>	<i>Credits</i>
Organic Chemistry	8
Area I Distribution Requirements	6
Area V Distribution Requirements	6
Physics	8
Area IV Distribution Requirement	<u>3</u>
	31

<i>Junior Year</i>	<i>Credits</i>
Writing about Literature	3
Area IV Distribution Requirement	3
Quantitative Analytical Chemistry	4
Instrumental Analytical Chemistry	4
Statistics or Alternate	3
Area II Distribution Requirements	6
Physical Science Seminar	3
Free Electives	<u>6</u>
	32

<i>Senior Year</i>	<i>Credits</i>
Independent Study or Internship	3

Chemistry Concentration Requirement	6-7
Free Electives	18-19
Biochemistry	<u>4</u>
	32

### Physics Concentration (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition	3
Biology I	4
Information Literacy	2
General Chemistry	8
Calculus I & II	8
Human Communication	3
Physical Education	<u>2</u>
	30

<i>Sophomore Year</i>	<i>Credits</i>
Area V Distribution Requirement	3
Area IV Distribution Requirement	3
Area I Distribution Requirement	3
Engineering Physics	8
Calculus III	4
Differential Equations	4
Writing About Literature	3
Intro to CAD	<u>3</u>
	31

<i>Junior Year</i>	<i>Credits</i>
Free Electives	6
Area I Distribution Requirement	3
Area II Distribution Requirements	6
Area V Distribution Requirement	3
Quantitative Analytical Chemistry	4
Instrumental Analytical Chemistry	4
Engineering Physics	4
Physical Science Seminar	<u>3</u>
	33

<i>Senior Year</i>	<i>Credits</i>
Independent Study	3
Area IV Distribution Requirement	3
Engineering Physics	4
Statics	3
Dynamics	3
Free Elective	<u>14</u>
	30

### **Bachelor of Science Degree in Secondary Education—General Science**

This program is designed to prepare students for a career in teaching science in a middle school or junior high school and in various aspects of science education. Teaching certification is offered through the Department of Education, (see page 92 for a complete description of certification requirements).

#### **Requirements For Graduation:**

To be eligible for graduation, students majoring in Secondary Education—General Science must complete a minimum of 124 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, students majoring in Secondary Education—General Science must maintain a 2.8 grade point average in all major requirements. Students in Secondary Education should carefully review the information in the Department of Education section of this chapter for a complete description of certification and degree requirements.

#### **Required Courses in Secondary Education—General Science**

Discipline Certification Requirements:<sup>2</sup>

CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics (Mechanics and Heat) <b>AND</b>
PHY112	General Physics (Electricity and Magnetism) <b>OR</b>
PHY160	Engineering Physics (Mechanics) <b>AND</b>
PHY260	Engineering Physics (Electricity and Magnetism)
ESS152	Earth/Space Science
BIO150	Biology I
G243	Introduction to Geography
IFS105	Personal Productivity Computing <b>OR</b>
IFS275	Information System Technology <b>OR</b>
MAT230	Application in Computer Math

Specialization Courses (6 to 8 credits required from one of the following areas):<sup>2</sup>

#### *Biology*

BIO120	Field Natural History
BIO122	Environmental Biology
BIO152	Biology II <sup>1</sup>
BIO230	Microbiology <sup>1</sup>
BIO240	Genetics <sup>1</sup>
BIO302	Zoology
BIO304	Botany
BIO308	Animal Physiology <sup>1</sup>

*Chemistry*

CHM234	Organic Chemistry I
CHM236	Organic Chemistry II
CHM336	Quantitative Analytical Chemistry
CHM338	Instrumental Analytical Chemistry

*Physics*

EGR146	Engineering Graphics
ME250	Statics
ME252	Dynamics
ME264	Strength of Materials
PHY260	Engineering Physics (Electricity and Magnetism)
PHY262	Engineering Physics (Optics and Modern Physics)
(MAT171 and MAT172 are required with the Physics option)	

Professional Preparation Courses<sup>2</sup> (24–27 credits)

PSY100	General Psychology
SOC100	Introduction to Sociology
PSY360	Psychology of Learning
ED221	Introduction to American Education
SE320	Computers in the Classroom
ED402	School Law <sup>3</sup>
SE350	Secondary School Experience
SE351	Teaching Strategies
SE354	Teaching Gen. Science Reading Test Skills <b>OR</b>
SE356	Reading in the Content Areas <b>OR</b>
SE360	Reading/Writing Across the Curriculum

*Professional Semester<sup>2,4</sup>*

ED401	Instructional Media
ED404	Student Teaching <b>OR</b>
ED406	Directed Professional Education Experience <sup>5</sup>
SE412	Practicum in Student Teaching
SE414	Teaching Exceptional and Multicultural Students

**Notations:**<sup>1</sup>Satisfies Area Distribution Requirements<sup>2</sup>Grade earned must be a “2” (C) or better. This includes *all* courses in field of major study.<sup>3</sup>ED402–School Law must be scheduled the term immediately prior to the Professional Semester.<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.8 before admittance into the Professional Semester.<sup>5</sup>Taken as an option to ED404 by students seeking the degree without certification.**Secondary Education–General Science (suggested course sequence)***Freshman Year*

English Composition (E101 and E200)

*Credits*

6

Area IV Distribution Requirements	6
Applied Calculus <b>OR</b> Calculus I	3-4
Information Literacy	2
Introduction to Sociology <b>OR</b> General Psychology	3
Area V Distribution Requirements	6
Human Communication	3
Physical Education	<u>2</u>
	31-32
<i>Sophomore Year</i>	<i>Credits</i>
Introduction to Sociology <b>OR</b> General Psychology	3
Introduction to American Education	3
Psychology of Learning	3
Area I Distribution Requirements	6
Area of Specialization	6-8
Free Electives	<u>11</u>
	32-34
<i>Junior Year</i>	<i>Credits</i>
Free Elective	3
General Chemistry I & II	8
Earth and Space Science	3
Biology I	4
Introduction to Geography	3
IFS105 or IFS275 or MAT230	3
Computers in the Classroom	1
Secondary School Experience	3
Teaching Strategies	<u>3</u>
	31
<i>Senior Year</i>	<i>Credits</i>
Teaching Gen. Science	3
General Physics or Eng. Physics	8
Free Electives	4
School Law*	2
Professional Semester (A 2.5 GPA, or greater, required)	
Instructional Media ED401	
Student Teaching ED404 <b>OR</b>	
Directed Professional Education Experience ED406	
Practicum in Student Teaching SE412	
Teaching Exceptional/Multicultural Students SE414	<u>13</u>
	30
<b>TOTAL</b>	<b>124</b>

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\*School Law must be taken the semester prior to the Professional Semester.

### **Bachelor of Science Degree in Secondary Education–Mathematics**

This program is designed to prepare students for a career in teaching mathematics in a middle school, junior high or high school. Teaching certification is offered through the Department of Education (see page 177 for a complete description of certification requirements).

#### **Requirements For Graduation:**

To be eligible for graduation, students majoring in Secondary Education–Mathematics must complete a minimum of 125 credits, achieve a cumulative grade point average of 2.0 or above, and complete the General Education Requirements of the College, (see page 91). Courses used to complete general education requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

In addition, Secondary Education–Mathematics majors must maintain a 2.8 grade point average in all major requirements. Students in Secondary Education should carefully review the information in the Department of Education section of this chapter for a complete description of certification and degree requirements.

#### **Required Courses in Secondary Education–Mathematics**

Discipline Certification Requirements:<sup>2</sup>

MAT172	Analytical Geometry and Calculus II
MAT230	Exploring Math with the Computer
MAT250	Elementary Statistics
MAT260	Elementary Linear Algebra
MAT271	Analytical Geometry and Calculus III
MAT272	Differential Equations
MAT280	Mathematical Structures
MAT345	Modern Geometry
MAT390	History of Mathematics

Mathematics Elective<sup>2</sup> (3 credits from one of the following: MAT350, MAT361, MAT371, MAT440, MAT470, MAT473, MAT477, MAT480, MAT490, MAT496)

Any two of the following: CHM134–136, ME250–252, PHY160–162, PHY260–262

Professional Preparation Courses<sup>2</sup> (24–27 credits)

PSY100	General Psychology <sup>1</sup>
SOC100	Introduction to Sociology <sup>1</sup>
PSY360	Psychology of Learning
ED221	Introduction to American Education
SE320	Computers in the Classroom
ED402	School Law <sup>3</sup>
SE350	Secondary School Experience
SE351	Teaching Strategies
SE355	Teaching Mathematics Reading Test Skills <b>OR</b>

- SE356 Reading in the Content Areas **OR**  
 SE360 Reading/Writing Across the Curriculum

Professional Semester<sup>2,4</sup>

- ED401 Instructional Media  
 ED404 Student Teaching **OR**  
 ED406 Directed Professional Education Experience<sup>5</sup>  
 SE412 Practicum in Student Teaching  
 SE414 Teaching Exceptional and Multicultural Students

## Notations:

<sup>1</sup>Satisfies Area Distribution Requirements<sup>2</sup>Grade earned must be a "2" (C) or better. This includes all courses in field of major study.<sup>3</sup>ED402-School Law must be scheduled the term immediately prior to the Professional Semester.<sup>4</sup>Students are required to have earned a cumulative grade point average of 2.8 before admittance into the Professional Semester.<sup>5</sup>Taken as an option to ED404 by students seeking the degree without certification.**Secondary Education-Mathematics (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Calculus I and II	8
Information Literacy	2
Human Communication	3
General Psychology	3
Introduction to Sociology	3
Area I Distribution Requirements	6
Physical Education	<u>2</u>
	33

<i>Sophomore Year</i>	<i>Credits</i>
Introduction to American Education	3
Psychology of Learning	3
Calculus III	4
Differential Equations	4
Exploring Mathematics with the Computer	3
Elementary Linear Algebra	3
CHM134-136 <b>OR</b> ME250-252 <b>OR</b> PHY160-260	8
Free Elective	<u>3</u>
	31

<i>Junior Year</i>	<i>Credits</i>
Statistics	3
Mathematical Structures	3
Modern Geometry	3
History of Mathematics	3
Secondary School Experience	3



Secondary Teaching Strategies	3
Computers in the Classroom	1
Area IV Distribution Requirements	6
Area V Distribution Requirements	6
Free Elective	<u>3</u>
	34
<i>Senior Year</i>	<i>Credits</i>
School Law*	2
Teaching Mathematics	3
Mathematics Elective	3
Free Electives	6
<i>Professional Semester (A 2.8 GPA, or greater, required)</i>	
Instructional Media	2
Student Teaching	8
Practicum in Student Teaching	1
Teaching Exceptional/Multicultural Students SE414	<u>2</u>
	27

## ASSOCIATE DEGREE PROGRAMS

### Associate of Science Degree in Chemistry:

#### Requirements For Graduation:

To be eligible for graduation, students must complete a minimum of 64 credits. Students must earn a grade of 2.0 (C) or higher in all courses required in the major. In addition, students must maintain a 2.0 or higher cumulative GPA, and satisfy the residence requirements of the College, and complete General Education Requirements.

#### The courses required for the AS Degree in Chemistry are:

CHM134	General Chemistry I
CHM136	General Chemistry II
PHY110	General Physics (Mechanics and Heat) <b>OR</b>
PHY160	Engineering Physics (Mechanics)
PHY112	General Physics (Electricity and Magnetism) <b>OR</b>
PHY162	Engineering Physics (Heat, Thermodynamics, and Sound)
CHM234	Organic Chemistry I
CHM236	Organic Chemistry II

One of the following:

CHM336	Quantitative Analytical Chemistry
CHM338	Instrumental Analytical Chemistry
6–8 Cr. of Mathematics (MAT190 is not acceptable.)	

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\*School Law must be taken the semester prior to the Professional Semester.

**Chemistry (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
General Chemistry	8
General Physics	8
Critical Thinking/Problem Solving in Math <b>OR</b> Calculus I	3-4
Area I Distribution Requirement	3
Information Literacy	2
Free Electives	3
Physical Education	<u>1</u>
	34-35
 <i>Sophomore Year:</i>	 <i>Credits</i>
Mathematics	3
Organic Chemistry	8
Analytical Chemistry (Instrumental or Quantitative)	4
Area II Distribution Requirement	3
Area V Distribution Requirement	3
Area IV Distribution Requirement	3
Human Communication	3
Mathematics	3
Free Electives	3
Physical Education	<u>1</u>
	34

**Associate of Science in Engineering Degree:****Requirements For Graduation:**

Completion of the first two years of academic study (83 credit hours) satisfies the requirement for the Associate of Science in Engineering degree. Co-op is not required for the AS degree. In addition, students graduating with the AS Degree in Engineering must receive a grade of 2.0 or better in courses required for the major, achieve a cumulative GPA of 2.0 or better, and satisfy the College's residency requirement. Generally, the awarding of the AS Degree is intended for students who terminate their study after completion of the required courses and is not necessary for students who continue on for their BS degree.

**Required Courses for the AS Degree in Engineering**

Common Core Requirements (17 credit hours)

E101	English Composition (3)
E200	Writing About Literature (3)
CM104	Human Communication (3)
IFL101	Information Literacy (2)
MAT171	Calculus I (4)
	Physical Education (2)

## Area Distribution Requirements (12 credit hours)

- Area I Fine Arts and Humanities (3)  
 Area II Social and Behavioral Sciences (3)  
 Area IV American/Western Civilization and Government (3)  
 Area V International Studies/Foreign Language (3)

## Science and Mathematics Requirements (26 credit hours)

- CHM134 General Chemistry I (4)  
 PHY160 Engineering Physics (Mechanics) (4)  
 PHY165 Special Topics in Engineering Physics (1)  
 PHY260 Engineering Physics (Electricity and Magnetism) (5)  
 MAT172 Analytic Geometry and Calculus II (4)  
 MAT271 Analytic Geometry and Calculus III (4)  
 MAT272 Differential Equations (4)

## Engineering Requirements (28 credit hours)

- EGR100 EPADS I (2)  
 EGR102 EPADS II (2)  
 EGR250 Engineering Analysis I (3)  
 ME250 Statics (3)  
 ME252 Dynamics/Vibration (4)  
 EGR255 Computer Applications for Engineers (2)  
 ME260 Materials Science (4)  
 ME264 Strength of Materials (3)  
 ME265 Materials and Solids Laboratory (1)  
 ME280 Electrical Circuits (3)  
 ME281 Electronic Measurement and Signal Processing (1)

**Engineering (suggested course sequence)**

<i>Freshman Year</i>	<i>Credits</i>
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*Fall*

Calculus I	4
General Chemistry I	4
English Composition	3
EPADS I	2
Information Literacy	2
Area Distribution Requirement	<u>3</u>
	18

*Spring*

	<i>Credits</i>
Calculus II	4
Engineering Physics (Mechanics)	5
Human Communication	3
EPADS II	2
Area Distribution Requirement	3
Physical Education	<u>1</u>
	18

<i>Summer</i>	
Engineering Analysis I	3
Statics	3
Free Elective	<u>3</u>
	9
<i>Sophomore Year</i>	
<i>Fall</i>	
Calculus III	4
Materials Science	4
Engineering Physics (Electricity and Magnetism)	5
Writing About Literature	3
Computer Applications for Engineers	<u>2</u>
	18
<i>Spring</i>	
<i>Credits</i>	
Differential Equations	4
Dynamics and Vibration	4
Strength of Materials	3
Materials and Solids Lab	1
Electrical Circuits	3
Electronic Measurement and Signal Processing Lab	1
Physical Education	<u>1</u>
	17
<i>Summer</i>	
Area Distribution Requirements	6
Free Electives	<u>3</u>
	9

### **Associate of Science Degree in Physics:**

#### **Requirements For Graduation:**

To be eligible for graduation, students majoring in Physics must complete a minimum of 68 credits, achieve a cumulative grade point average of 2.0, achieve a 2.0 or better average in their science and math courses, satisfy the college's residency requirements, and complete the General Education requirements of the College (see page 91). Courses used to complete General Education Requirements may not be taken on a pass/fail basis, and credits earned in E100 and ED104 may not be applied to degree requirements.

#### **Required courses are:**

MAT171	Calculus I
MAT172	Calculus II
MAT271	Calculus III
MAT272	Differential Equations <b>OR</b>

MAT260	Linear Algebra
PHY160	Engineering Physics (Mechanics)
PHY162	Engineering Physics (Heat, Thermodynamics, and Sound)
PHY260	Engineering Physics (Electricity and Magnetism)
PHY262	Engineering Physics (Optics and Modern Physics)
ME250	Statics
ME252	Dynamics

### Physics (suggested course sequence)

<i>Freshman Year</i>	<i>Credits</i>
English Composition (E101 and E200)	6
Human Communication	3
Information Literacy	2
Calculus I and II	8
Engineering Physics (Mechanics; & Heat, Thermodynamics, and Sound)	9
Area I Distribution Requirement	3
Area II Distribution Requirement	3
Physical Education	<u>1</u>
	35
<i>Sophomore Year:</i>	<i>Credits</i>
Calculus III	4
Linear Algebra <b>OR</b> Differential Equations	3–4
Engineering Physics (Electricity and Magnetism; and Optics and Modern Physics)	8
Statics	3
Dynamics	3
Area IV Distribution Requirement	3
Area V Distribution Requirement	3
Free Electives	6
Physical Education	1
	34–35

Physics courses are available to prepare the students to transfer to other universities which award a B.S. degree in Physics. Although a traditional Physics major is not offered, students may pursue a Physical Science major with Physics concentration.

## DEPARTMENTAL MINORS

### Minor in Chemistry

The minor in Chemistry provides a foundation in general chemical principles, organic chemistry, and analytical chemistry. The chemistry minor complements many majors, enhancing career opportunities in education, business, and industry.

**Requirements of the Chemistry Minor:**

CHM134/136	General Chemistry I & II
CHM234/236	Organic Chemistry I & II

One course from:

CHM336	Quantitative Analytical Chemistry <b>OR</b>
CHM338	Instrumental Analytical Chemistry

**Minor in Mathematics:****Required courses for the Minor:**

MAT171, MAT172, MAT271	Calculus & Analytical Geometry
MAT280	Math Structures

One course selected from the following:

MAT260	Elementary Linear Algebra
MAT272	Differential Equations
MAT345	Modern Geometry
MAT350	Statistics
MAT361, MAT362	Abstract Algebra I & II
MAT371, MAT372	Advanced Calculus I & II

**Minor in Physics:**

The minor in Physics gives students the opportunity to explore and understand the physical laws which play an important role in nature and everyday life. Thus, the students will be able to appreciate these laws and apply them to their advantage in day-to-day activities.

**Requirements for the Physics Minor:**

PHY160	Engineering Physics (Mechanics)
PHY162	Engineering Physics (Heat, Thermodynamics and Sound)
PHY260	Engineering Physics (Electricity and Magnetism)
PHY262	Engineering Physics (Optics and Modern Physics)
ME250	Statics <b>OR</b>
ME252	Dynamics and Vibration



## INTERDISCIPLINARY PROGRAMS

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### **BACCALAUREATE DEGREE WITH A SELF-DESIGNED MAJOR:**

The Self-Designed Major allows York College students to construct an individualized program of study using existing courses offered by one or more academic departments. A student interested in pursuing such an option must have a 3.0 grade point average, and two faculty members representing the disciplines included in the proposed major must agree to serve as Self-Designed Major advisors. Finally, students must prepare a proposal for their plan of study which defines the title of their intended major, lists the courses which he or she plans to include in their program, and provides a rationale for the development of such a major at York College. Normally, this proposal must be approved by both advisors and submitted to the Curriculum and Catalog Committee during the spring semester of the student's sophomore year for the committee's reviews and approval. Changes in approved self-designed major programs must be endorsed by both advisors and approved by the Curriculum and Catalog Committee. Under normal circumstances, courses used to construct a Self-Designed major may not be simultaneously used to complete other college majors or minors.

#### ***Requirements For Graduation:***

To be eligible for graduation, students must complete a minimum of 124 credits, complete the General Education Requirements of the College, satisfy the College's residency requirement, and earn a cumulative grade point average of 2.0 or higher.

#### ***Required Courses for the Self-Designed Major:***

The required courses for each student's Self-Designed Major must be approved by the Curriculum and Catalog Committee following endorsement by the student's advisors. A minimum of 39 credits within the major selected from at least two academic disciplines, must be included. This coursework must include a minimum of 18 credits at the 300 level or above, and at least 15 credits of coursework must be completed in each discipline represented in the major. No more than six credits of independent study or internship may be completed as part of the requirements for the major.



## **COURSE DESCRIPTIONS**

**ACCOUNTING (ACC) 307**  
**ANTHROPOLOGY (ANT) 308**  
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## COURSE DESCRIPTIONS

### ACCOUNTING

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#### **ACC220 Financial Accounting**

##### *Fall-Spring Semesters*

An introduction to the basic concepts, principles, and practices of accounting. Subjects covered include preparing, analyzing and using financial statements, accounting for partnerships and corporations, accounting for long-term assets and long-term debt.

**3 credit hours.**

#### **ACC225 Managerial Accounting**

##### *Fall-Spring Semesters*

Basic managerial accounting principles and concepts are studied. Subjects covered include accounting techniques such as planning, control and motivating tools; using accounting data for decision making and performance evaluation. Prerequisite: ACC220 Financial Accounting.

**3 credit hours.**

#### **ACC305 Taxation I**

##### *Fall Semester*

An introduction to Federal Income taxation of individuals. Topics include inclusions and exclusions from gross income, capital gains and losses, business deductions, itemized deduction, depreciation and cost recovery, and nontaxable property transactions. Both tax planning and tax preparation are stressed. Prerequisite: ACC220 or permission of instructor.

**3 credit hours.**

#### **ACC320 Intermediate Accounting I**

##### *Fall-Spring Semesters*

Study of the development of accounting principles and professional practice, statement of income and retained earnings, balance sheet, applications of present and future values, cash and short-term investments, receivables, inventories, current liabilities and contingencies. Prerequisite: ACC225.

**3 credit hours.**

#### **ACC325 Intermediate Accounting II**

##### *Fall-Spring Semesters*

Topics included: Acquisition and disposal of plant assets, depreciation and depletion, intangible assets, long-term investments, long-term debt, stockholders equity, stock rights, warrants, options, convertible securities, treasury stock, earnings per share. Prerequisite: ACC320.

**3 credit hours.**

#### **ACC330 Intermediate Accounting III**

##### *Fall-Spring Semesters*

Topics included: pension plans, leases, income taxes, accounting changes, statement of changes in financial position, analysis of financial statements, accounting for inflation, full disclosure in financial reporting, review of the latest FASB Statements and Interpretations. Prerequisite: ACC325.

**3 credit hours.**

#### **ACC 375 Advanced Managerial Accounting**

A further study of Cost Accounting and its use as a tool of management. The course stresses the analysis and presentation of accounting data for use by management in decision making and planning. Subject area includes cost allocation, inventory planning and control, joint-product costing, by-product costs, cost behavior patterns, and sales and production mix. Prerequisite: ACC225.

**3 credit hours.**

#### **ACC380 Microcomputer Accounting Applications**

##### *Spring Semester*

This course will study the use of an electronic spreadsheet to solve intermediate, cost, and advanced accounting problems. Emphasis will be on the design and construction of the worksheet models. The use of macros to automate data entry and

automated general ledgers are included. Prerequisite: IFS105, ACC225 and ACC320.

**3 credit hours.**

### **ACC395 Taxation II**

#### *Spring Semester*

A study of the Internal Revenue Code, IRS Regulations & U.S. court decisions as they relate to corporations, partnerships, trusts, gifts and estates. Tax planning and the effect of the tax law on business decisions is emphasized. Research will be required to demonstrate student's ability to research current tax issues and present same in a written report. Prerequisite: ACC305.

**3 credit hours.**

### **ACC410 Auditing**

#### *Fall-Spring Semesters*

A study of audit principles and current procedures, including special techniques in the prevention and detection of fraud, preparation of audit reports and working papers, and internal audit methods. Special attention is given to ADP audit procedures, preparation of audit programs, and AICPA requirements with respect to certification. This is a writing/communication intensive course. Prerequisite: ACC325 and QBA260.

**3 credit hours.**

### **ACC415 International Accounting**

#### *Fall Semester, alternate years*

Study of the diversity that exists in accounting reporting and disclosure practices in different countries, the reasons for accounting diversity, and the problems/challenges created by accounting diversity for multinational enterprises, inter-

national investors, and regulators. Special emphasis is given to the comparison between U.S. standards (U.S. GAAP) and other countries' standards in measurement, reporting, and disclosing economic events. Prerequisite: ACC330.

**3 credit hours.**

### **ACC420 Advanced Accounting**

#### *Fall-Spring Semesters*

A continuing in depth study of accounting principles and current concepts in which theory and practice are reconciled. Subjects include business combinations and consolidations. Prerequisite: ACC330.

**3 credit hours.**

### **ACC425 Advanced Accounting II**

#### *Spring Semester*

A continuing in-depth study of accounting principles and current concepts. Subjects included are consolidations, special problems, governmental units, non-profit organizations, multinational enterprises, and fiduciaries. Prerequisite: ACC420.

**3 credit hours.**

### **ACC490, ACC491 Accounting Internship**

#### *Fall-Spring Semesters*

Planned and supervised work experience at selected cooperating firms. Supplementary training conference, reports and appraisals. Prerequisite: Junior standing and departmental approval of each student participant's individual program. The program requires approximately ten hours per week for twelve weeks. Grading will be Pass/Fail.

**3 credit hours each semester.**

## **ANTHROPOLOGY**

### **ANT210 Physical Anthropology and Archeology**

#### *Fall Semester*

This course surveys the principles and findings of the field of human paleontology, physical anthropology, and archeological methods. It includes the study of evolution, fossil forms, and primates.

**3 credit hours.**

### **ANT220 Cultural Anthropology**

#### *Spring Semester*

This course focuses on culture and human behaviors in the context of culture. It examines major cultural systems, including language, religious, economic, political, and kinship systems. Emphasis is placed on the student's ability to understand

and apply basic anthropological concepts and theories. Prerequisite: SOC100.

**3 credit hours.**

**ANT310 Advanced Physical Anthropology: Human Paleontology**

*Spring, even-numbered years*

A study of procedures and techniques used by physical anthropologists and archaeologists in excavating, analyzing and interpreting human skeletal remains. Emphasis will be placed on student work with human skeletal remains in a laboratory setting. Prerequisite: ANT210.

**3 credit hours.**

**ANT325 Culture and Personality**

*Fall, odd-numbered years*

Culture and Personality studies how culture affects the individual's personality. Theoretically oriented, this course reviews cross-cultural practices of child rearing, roles, deviance, and mental health issues. Prerequisite: ANT220, SOC100 or permission of instructor.

**3 credit hours.**

**ANT350 Anthropology of Aging**

*Fall, odd-numbered years*

This course provides a cross-cultural perspective on aging experiences. It explores attitudes towards

and treatment of older people in many different culture. Patterns of cultural behaviors are studied which may increase life satisfaction for the elderly.

**3 credit hours.**

**ANT390,ANT391,ANT392 Selected Topics in Cultural Anthropology**

*Fall, even-numbered years*

The central emphasis in this course will be on the topics of environment, material culture, world view, and religion. In addition to these regularly presented topics, cultural anthropology subjects of interest to both the professor and students will be discussed in seminar presentations. Prerequisite: SOC100.

**3 credit hours.**

**ANT498,ANT499 Independent Study**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**1-3 credit hours each semester.**

## ART

**ART101 Introduction to Art Appreciation**

*Fall-Spring Semesters*

Designed for non-art majors, this course is an introduction to the visual arts and explores the nature of art and the mechanisms of creativity, the materials and methods of making art, the purpose of art in various cultures both ancient and contemporary, and the significance of visual literacy in today's world.

**3 credit hours. Satisfies ADR I.**

**ART201 Introduction to Visual Communication**

*Fall-Spring Semesters*

This course is an introduction to the concepts and

theories of visual communication and the representation of ideas through images. The components of visual language, the mechanisms of visual perception, audience, interaction, and the cultural, historical, personal and critical content of visual forms are studied.

**3 credit hours.**

**ART202 Survey of Art I**

*Fall Semester*

A survey of major developments in the world's art from prehistoric past to 1400. Emphasis is placed on studying the relationships between social, political, and cultural forces and the creation of art. Topics discussed include the origins of art,

Egyptian art, the classical past, Islamic and Medieval Art, and the art of Asia.

**3 credit hours. Satisfies ADR I.**

### **ART203 Survey of Art II**

#### *Spring Semester*

A survey of the major developments in the world's art from around 1400 to the present. Emphasis is placed on studying the relationships between social, political, economic and cultural forces and the creation of art. Topics discussed include the Renaissance and Baroque periods, the emergence of modern art, design, photography, women artists, the art of African and contemporary trends in the visual arts.

**3 credit hours. Satisfies ADR I.**

### **ART210 Design I**

#### *Fall-Spring Semesters*

This course is an introduction to the techniques, materials and principles of two-dimensional visual organization. Through a series of projects involving the visual elements of line, shape, value, and texture, students investigate the concepts of two-dimensional design and develop creative and problem solving skills.

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods.**

### **ART211 Design II**

#### *Fall-Spring Semesters*

Using design materials and techniques, students investigate the concepts and principles of three-dimensional organization, color theory, the building of form in real space. Students develop an understanding of the language of and ideas inherent in visual organization. Discussion, reviews, and written critiques are a part of this course. Prerequisite: ART210.

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods.**

### **ART215 Drawing I**

#### *Fall-Spring Semesters*

By engaging the student in observational studies, Drawing I focuses on the study of structure, composition, perspective, and toning and shading

using various drawing media. Developing basic technical knowledge of the media, tools, and concepts of drawing is the emphasis of this course. Demonstration, museum and gallery visits, and slide lectures are a part of this course.

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods.**

### **ART 216 Figure Drawing I**

#### *Fall-Spring Semesters*

This beginner's level course is an introduction to developing observational skills necessary for rendering the human form. By drawing from the nude model, the human structural form, its individual features relating to the whole, the relationship of the figure to its surrounding environment, and the human form as concept is addressed and explored. Discussion of figurative works from the Renaissance through Postmodern Art is presented through slide lecture and museum study.

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods.**

### **ART220 Painting I**

#### *Fall-Spring Semesters*

An introduction to the technical and aesthetic aspects of painting, this course explores the mediums of oil and acrylic and the expressive qualities of paint. Emphasis is placed on the development of fundamental skills including the study of light, value, and composition, methods of paint application and color mixing, and preparation of the painting surface. Museum, gallery, and artist studio visits are scheduled, as well as slide lectures.

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods.**

### **ART225 Ceramics I**

#### *Fall-Spring Semesters*

A beginner's-level studio course which introduces the student to the techniques of ceramics. The student explores basic hand-building techniques as well as gains an understanding of glazing and firing. Class includes an introduction to the potter's wheel.

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods.**

**ART230 Sculpture I***Fall-Spring Semesters*

Students are introduced to the various processes, tools, and materials used in sculpture such as clay, plaster, and assemblage and explore the relationship of ideas to materials and techniques in a three-dimensional format.

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods.**

**ART240 Computer Graphics I***Fall-Spring Semesters*

An introductory-level course which familiarizes the student with the techniques and equipment used to create, process, and display computer-generated graphics and images while also presenting the student with strategies for electronic design and developing effective visual communications skills. Prerequisites: ART201, ART210, ART211 and ART215.

**3 credit hours.**

**6 lecture and studio periods.**

**ART245 Photography I***Fall-Spring Semesters*

An introduction to the art, aesthetics, theory and practice of black and white photography. Emphasis will be on the technical skills and aesthetic decisions practiced in the darkroom to produce exhibition quality prints. The student will be expected to supply his/her own camera (35 mm SLR with manual control), paper and film.

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods.**

**ART265 Drawing II***Fall-Spring Semesters*

The student continues to develop skills introduced in Drawing I and begins to explore specific media as a means of communicating a concept. Experimentation with mixed media and collage expands the language capability of the student artist. Demonstration, museum and gallery visits, and slide lectures supplement individual and group critiques. Prerequisite: ART215

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods.**

**ART266 Figure Drawing II***Fall-Spring Semesters*

An ongoing study in the representation of the human form as addressed in Figure Drawing I. The further refinement of skills, and development toward a more individual direction in the genre of Figure Drawing is the focus of this course. The choice of appropriate media, working in larger-scaled formats, solving technical and aesthetic problems, and generating a coherent body of work are also considered in this course. Prerequisite: ART216

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods**

**ART270 Painting II***Fall-Spring Semesters*

This course builds upon the technical and conceptual skills learned in Painting I and the student begins to develop an individual direction in painting. The student is introduced to the portrait and figure as well as other subjects both representational and non-representational, and the formal study of color is continued. Slide presentations, painting demonstrations, individual and group critiques help guide the student. Museum, gallery and artist studio visits enhance the course. Prerequisite: ART220

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods.**

**ART275 Ceramics II***Fall-Spring Semesters*

An intermediate-level studio course which explores in depth the various techniques of ceramics. The student further develops hand-building and wheel-throwing skills. The class explores surface and textural applications as well as glazing and color techniques. Assigned and individual projects, as well as demonstrations, slide and video presentations, and critiques are a part of this course. Prerequisite: ART225

**3 credit hours.**

**6 lecture and studio periods.**

**ART280 Sculpture II***Fall-Spring Semesters*

The student continues to develop skills introduced

in Sculpture I and begins to explore sculptural techniques and materials as a means of communicating a concept. Large-scale sculpture, installations, and environmental sculpture are also explored. Assigned and individual projects are a part of this course. Prerequisite: ART230.

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods.**

**ART289 Typography, Layout and Production**  
*Fall-Spring Semesters*

This course is an introduction to the materials, terminology, methods and concepts of typographic design, graphic presentation, and pre- and post-design production. The elements of typography and the components of the printed page are studied as well as strategies for image and text layout. Students are also introduced to methods of preparing graphic work for processing and printing and will visit area production houses. Developing creative and critical thinking skills for effective graphic communication is emphasized in this course. Prerequisite: A210

**3 credit hours.**

**6 studio and lecture periods**

**ART290 Computer Graphics II**

*Fall-Spring Semesters*

A continuation of the study of the skills and concepts introduced in Computer Graphics I with further exploration of drawing, painting, and design systems, image manipulation, and developing creative and effective solutions to visual communication problems. Prerequisite: ART240.

**3 credit hours.**

**6 lecture and studio periods.**

**ART295 Photography II**

*Fall-Spring Semesters*

An introduction to the art, aesthetic, theory, and practice of color photography. The student will learn how to print from both negatives and slides. Emphasis will be placed upon the procedure for achieving acceptable color balance and maximum print quality. The student will be expected to supply his/her own camera (35 mm SLR with man-

ual control), paper, and film. Prerequisite ART245 or demonstrated skill.

**3 credit hours. Satisfies ADR I.**

**6 lecture and studio periods**

**ART299 Sophomore Portfolio Review**  
*Spring Semester*

The Sophomore Portfolio Review is held after successful completion of most Foundation Courses and is required of both Fine Arts majors and Graphic Design majors. The purpose of the review is to provide an opportunity for self-evaluation and professional evaluation, and assist and guide the student in identifying academic and career interests. Must have completed at least 12 credits of Foundation Courses (ART210, 211, 215, 216, 220, 230)

**0.5 credit hours**

**ART315 Drawing III**

*Fall-Spring Semesters*

This course is a continuation of Drawing II in which the student further develops technical and conceptual skills and begins to explore a personal direction in traditional, narrative, conceptual or other genres of visual expression. Prerequisites: ART215, ART265.

**3 credit hours. Satisfies ADR I.**

**6 studio and lecture periods.**

**ART320 Painting III**

*Fall-Spring Semesters*

This course is a continuation of Painting II with further experiences to develop the technical and conceptual skills introduced in both Painting I and II while focusing on the development of personal expression and style, and including exploration and self-portraiture. Alternative surfaces, variously scaled formats and non-traditional compositional techniques are also explored. Prerequisites: ART220, ART270.

**3 credit hours. Satisfies ADR I.**

**6 studio and lecture periods.**

**ART330 Sculpture III**

*Fall-Spring Semesters*

A continuation of Sculpture II which includes in-depth involvement with sculptural techniques

and materials, including exploration of larger-scale sculpture, installations and environmental sculpture. Assigned and individual projects are a part of this course, as well as portfolio development. Prerequisites: ART230, 280

**3 credit hours. Satisfies ADR I.**

**6 studio and lecture periods.**

### **ART340 Computer Graphics III**

#### *Fall-Spring Semesters*

An upper-level course in which the student applies and integrates advanced aspects of imaging and graphics systems, refines graphic communication skills, and further develops abilities to provide creative solutions to visual design problems. Multimedia is introduced in this course. Development of an electronic portfolio is also part of this course. Prerequisites: ART240, 290.

**3 credit hours.**

**6 studio and lecture periods.**

### **ART345 Photography III**

#### *Fall-Spring Semesters*

An advanced class in photography allowing the student to expand upon the knowledge and skills gained in either Photography I or Photography II. The student will choose specific areas of concentration which may include alternative processes. Within his/her chosen area of study the student will produce a cohesive body of work. Prerequisites: ART245, 295, or demonstrated skill.

**3 credit hours.**

**6 studio and lecture periods.**

### **ART346 Photographic and Digital Imaging Methods**

#### *Fall-Spring Semesters*

This course is an introduction to the use of various camera formats and film for the production of copy used in graphic design. The student is also introduced to the digitized photographic image and image alteration programs capable of retouch, colorization, collage, and manipulation for print-out or electronic prepress. Prerequisite: ART240 and ART290.

**3 credit hours.**

**6 studio and lecture periods.**

### **ART365 Drawing IV**

#### *Fall-Spring Semesters*

A continuation of Drawing III with an emphasis on independent efforts of the student to develop a coherent body of work in an elected area of focus. Portfolio development is also part of this course. Prerequisites: ART215, ART265, ART315.

**3 credit hours. Satisfies ADR I.**

**6 studio and lecture periods.**

### **ART367 Illustration**

#### *Spring Semester*

This course is an introduction to the genres, technical skills, concepts, and practices of illustration. The various kinds of illustration, such as book, magazine and scientific illustration are reviewed and students are exposed to the various media used in an illustration, such as graphite, marker, paint, and digital technology. The processes of conceptualization and visualization presentation from thumbnail sketch to the execution of a finished piece are explored. Developing of a print and electronic portfolio is also part of this course. Prerequisites: ART210, 215.

**3 credit hours.**

**6 studio and lecture periods.**

### **ART370 Painting IV**

#### *Fall-Spring Semesters*

A continuation of Painting III in which the student develops a coherent body of work in an elected area of focus. Portfolio development is also a part of this course. Prerequisites ART220, 270 and 320.

**3 credit hours. Satisfies ADR I.**

**6 studio and lecture periods**

### **ART380 Sculpture IV**

#### *Fall-Spring Semesters*

The student develops a coherent body of sculptured work in an elected area of focus. Individual projects and portfolio development are a part of this course. Prerequisites: ART230, 280, 330.

**3 credit hours. Satisfies ADR I.**

**6 studio and lecture periods.**

### **ART391 Nineteenth-Century Art**

#### *Fall, odd-numbered years*

A survey of the development of modern European art from the neoclassical revival during the Age of Reason to fin-de-siècle symbolism and expressionism. Emphasis is placed on studying the interrelationship of politics, economics, society and art. Topics explored include Romanticism, the invention of photography, Impressionism, Fantastic and Visionary Art, and Art Nouveau. Prerequisites: ONE of the following: ART101, 201, 202, 203.

**3 credit hours. Satisfies ADR I.**

### **ART392 Twentieth-Century Art**

#### *Spring, even-numbered years*

This course surveys the art of the twentieth century, from expressionism and fin-de-siècle European culture to contemporary trends and the emergence of postmodern genres such as Body Art, Performance Art, and Electronic Art. Emphasis is placed on understanding the interrelationship of politics, economics, society and art. Other topics explored include early abstraction, Dada and Surrealism, the Bauhaus and modern design, and American Pop. Prerequisite: ONE of the following: ART101, 201, 202, 203.

**3 credit hours.**

### **ART393 American Art**

#### *Spring, odd-numbered years*

A survey of art in the United States from the pre-colonial era to the present with emphasis given to studying the social, economic, and cultural forces that influences the creation of art. Topics explored include Folk Art, the Hudson River School, American Impressionism, the birth of the skyscraper, photography, Abstract Expressionism, Pop Art, and contemporary trends. Prerequisites: ONE of the following: ART101, 201, 202, 203.

**3 credit hours. Satisfies ADR I.**

### **ART396 Art Education for Elementary Teachers**

#### *Fall-Spring-Summer Semesters*

Designed for the education major as an exploration of the elements and principles of visual art, current philosophies of art education, and the practical aspects of how to teach art, this course

offers hands-on experiences in numerous media and simulated teaching situations. Students will develop an art resources portfolio complete with lesson plans, examples, and reference materials to assist in elementary education. ART101 or an art history course is recommended.

**3 credit hours.**

### **ART397 Art in Recreation: Beyond Arts and Crafts**

#### *Spring Semester*

This course is an introduction to the theories, materials, and methods of art as therapeutic creation and learning how to assist and guide others in using art for self-expression and to enhance creativity. The student is also introduced to techniques of group leadership on topics such as dealing with life cycle events or adapting to physical or emotional loss. This course is appropriate for students with professional interests in creation or health care, and in working with special populations such as the physically or mentally challenged, geriatric groups, individuals in rehabilitation facilities, and those in specialized camp settings. Visits to area facilities are scheduled. No previous art experience is necessary.

**3 credit hours.**

### **ART435 Professional Development Seminar**

#### *Fall Semester*

This course will guide advanced-standing students in either Fine Art or Graphic Design in preparing a portfolio for use in entering professional fields in art or graduate school. Discussion of career options, issues relating to working in the arts, graduate study, visits from professionals, and travel to area firms and agencies are also vital components of this course. Assigned and individual projects are a part of this course, as well as preparation for the Senior Art Majors' Exhibition and Senior Portfolio Review. Seniors only.

**6 studio and lecture periods.**

**3 credit hours.**

### **ART440 Senior Portfolio Review and Exhibition**

#### *Spring Semester*

The Senior Portfolio Review is held during the



spring semester of senior year, after successful completion of the Professional Development Seminar and is required of both Fine Art majors and Graphic Design majors. The purpose of the review is to provide an opportunity for self-evaluation and professional evaluation, and to prepare the student for entry into professional fields or graduate study. Students also participate in the Senior Art Majors' Exhibition. Prerequisite: ART435.

**0.5 credit hours**

**ART450, ART451 Art Internship**

*Fall-Spring Semesters*

The purpose of the internship is to provide students with practical training in art and art-related fields in a professional environment, either on or off-campus. Responsibilities will vary according to placement as determined by the work supervisors of the sponsoring agency and faculty coordinator. The art

internship is ideal for students seeking to broaden their studio art experiences and explore career interests. On-campus internship opportunities include placement at the York College Galleries.

**3 credit hours.**

**ART498, ART499 Independent Study**

*Fall-Spring Semesters*

An opportunity for the student to undertake a well-defined independent project in Fine Art, Graphic Design, or Art History. While the student conducts the work under the guidance of a faculty member of the student's choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by reduction in formal instruction and an increase in the individual's responsibility and initiative in the learning process.

**1 to 3 credit hours.**

## BEHAVIORAL SCIENCES

**BEH260 Basic Statistics for the Behavioral Sciences**

*Fall-Spring Semesters*

Course is designed to prepare the student for the application of elementary statistical tools to laboratory/field research projects and journal projects/publication preparation. Topics include descriptive statistics as tools to summarize and describe groups of data, inferential statistics including parametric and non-parametric hypotheses testing as tools for making inferences about population from samples.

**3 credit hours.**

**BEH490 Behavioral Science Seminar**

*Fall-Spring Semesters*

Individual inquiry under faculty supervision in areas pertinent to the student and aimed at integrating the major areas by dealing with current developments and theories. Required of Psychology, Sociology and Behavioral Science majors. Prerequisite: Major of senior standing.

**3 credit hours.**

**BEH495, BEH496 Behavioral Science Internship Program**

*Fall-Spring Semesters*

A program that provides on the job experiences to qualified students in the application of Behavioral Sciences. The student spends a minimum of 120 hours per semester with a selected agency. In addition, class meetings on a weekly basis provide for integration of the student's academic and agency work. The internship provides an opportunity to explore job possibilities as well as making academic work more meaningful. Prerequisites: Permission of instructor with GPA of 2.5 and 60 credit hours. (Senior students given priority, placements limited).

**3 credit hours each semester.**

**BEH498, BEH499 Independent Study**

*Fall-Spring Semesters*

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried

out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction

and an increase in the individual student's responsibility and initiative in the learning process.

**1–3 credit hours each semester.**

## BIOLOGICAL SCIENCE

### **Courses for Non-Majors to Fulfill Area III Distribution Requirements:**

#### **BIO100 Introduction to Allied Health**

##### **Spring Semester**

*(Non-Lab—will not satisfy Area III Distribution Requirements)* This course offers a professional orientation for allied health majors and others interested in learning more about these fields and other health related fields. representatives from different areas of health care will present information on the history, philosophy, science, technology and organization of their respective fields. Other topics will include specialized methodologies, recent developments and descriptions of how the various disciplines interact with and complement one another.

**1 credit hour**

#### **BIO102 Human Sexuality**

##### **Spring Semester**

*(Non-Lab—will not satisfy Area III Distribution Requirements)* Human Sexuality is a three-credit, non-laboratory course. It is designed to assist students to become more aware of and understand how to deal with their own sexuality. It also provides the opportunity to develop more understanding of the integral components of personality and behavior. The course integrates sexuality with the physiological, sociological, intellectual, emotional and spiritual aspects of the whole person.

**3 hours lecture.**

**3 credit hours.**

#### **BIO110 General Biology**

##### **Fall-Spring Semesters**

General Biology is an introductory laboratory course for non-majors. Topics include cell function, metabolism, genetics and evolution. Students learn how scientists think by studying the scientific method and by conducting experiments in the laboratory.

tific method and by conducting experiments in the laboratory.

**2 hours lecture.**

**1 three-hour laboratory (BIO111).**

**3 credit hours. Satisfies ADR III.**

#### **BIO112 Fundamentals of Human Biology**

##### **Fall-Spring Semesters**

This course is designed for the non-biology major who has an interest in how and why the human organism works. Emphasis is placed on the structures and functions of the major organ-systems of the body. Topics include the following: the physiochemical basis of life, cell and tissue structure, and physiology and reproduction. Laboratories use rats for dissection to allow a practical, "hands-on" approach to the concepts covered in lecture.

**2 hours lecture.**

**1 three-hour laboratory (BIO113).**

**3 credit hours. Satisfies ADR III.**

#### **BIO120 Field Natural History**

##### **Fall-Spring Semesters**

An introduction to the biology and diversity of life on Earth for non-majors. This course is designed to acquaint students with the behavior, classification, ecology and evolution of both common and unusual organisms that inhabit the planet. Both indoor and field-based laboratory sessions introduce the methods of observation, identification and applied ecology of some of the more common organisms and living things of both southern Pennsylvania and the world. Dissection is not a part of this course.

**2 hours lecture.**

**1 three-hour laboratory (BIO121).**

**3 credit hours. Satisfies ADR III.**

#### **BIO122 Environmental Biology**

##### **Fall Semester**

This course is an introduction to applied ecology for non-majors. Class meetings will review basic

biological and ecological principles, including ecological efficiency, nutrient cycling, biological diversity, and population growth. Past and current environmental issues, such as resource use and pollution, will be examined in light of ecological principles. Laboratory sessions are field oriented and will examine natural and human-impacted aquatic and terrestrial ecosystems. This class will be of interest to education and recreation majors. BIO150 or BIO110 recommended, but not required. Dissection is not part of this course.

**2 hours lecture.**

**1 three-hour laboratory (BIO123).**

**3 credit hours. Satisfies ADR III.**

### **BIO124 Introduction to Oceanography**

#### *Spring Semesters*

This course will cover the major aspects of oceanography. The physical aspects of oceanography will be stressed more than the biological aspects. Areas to be covered will be plate tectonics, currents, tides, wind, waves, light, sound, pressure, mineral resources, and physical features of the ocean bottom. Man's use and influence on the oceans will also be stressed.

**2 hours lecture.**

**Lab consists of field trip(s)/TBA (BIO125).**

**3 credit hours. Satisfies ADR III.**

### **BIO126 Tropical Marine Science**

#### *Summer Semester*

Six days of intense study of the marine environment using Hofstra Marine Science Station in Jamaica at St. Ann's Bay near Ocho Rios. The course prepares students with background information on marine environments, review of marine animal and plant phyla and the Jamaican culture.

**3 credit hours.**

### **BIO210 Introduction to Marine Biology**

#### *Fall Semesters*

This course will take an ecological approach to studying Marine Biology by focusing on the environmental characteristics, adaptations of organisms, and the communities found in the major marine ecosystems such as rocky shore, estuary, salt marsh, sandy beach, and coral reef. The course

will place more emphasis on the biotic communities found in each of these environments rather than the chemical and physical aspects of those environments. The impact of human's influence on these environments will also be studied.

**2 hours lecture.**

**Lab consists of field trips/TBA (BIO211).**

**3 credit hours. Satisfies ADR III.**

### **Courses for Majors in Biology and Related Fields**

#### **BIO150 Biology I**

##### *Fall-Spring Semesters*

The first course for biology and allied health majors introduces the principles of molecular and cellular biology. The flow of life-sustaining energy is studied in the context of molecular and cellular structure. Finally, the structure and function of DNA and the mechanism by which genetic information is inherited, utilized and experimentally manipulated, will be covered in detail.

**3 hours lecture.**

**1 three-hour laboratory (BIO151).**

**4 credit hours. Satisfies ADR III.**

#### **BIO152 Biology II**

##### *Spring Semester*

The broad study of biology is continued for majors. The principles of evolution and ecology are discussed in the context of how organisms are categorized and organized into five kingdoms.

**3 hours lecture.**

**1 three-hour laboratory (BIO153).**

**4 credit hours. Satisfies ADR III.**

#### **BIO200 Introduction to Scientific Research**

##### *Fall-Spring Semesters*

An introduction to skills needed to pursue a career in biology. Emphases will include writing, obtaining and using scientific literature, and computer literacy. The course will also consider experimental design and the basics of data analysis and presentation. Prerequisites: BIO150 and BIO152.

**3 hours lecture.**

**3 credit hours.**

#### **BIO220 Human Anatomy and Physiology I**

##### *Fall Semesters*

Recommended for students seeking careers in health-related fields. This course offers a study of the structure and function of the human body utilizing a systems approach. Emphasis will be placed on the gross and microscopic anatomy as well as the physiology of the cell, skeletal system, muscular system and nervous system. Dissection is required. Prerequisite: BIO150.

**3 hours lecture.**

**1 three-hour laboratory (BIO221).**

**4 credit hours. Satisfies ADR III.**

### **BIO222 Human Anatomy and Physiology II**

#### *Spring Semesters*

A continuation of BIO220. Emphasis will be placed on the gross and microscopic anatomy as well as the physiology of the cardiovascular, respiratory, urinary, reproductive, endocrine and digestive systems. Dissection is required. Prerequisite: BIO220.

**3 hours lecture.**

**1 three-hour laboratory (BIO223).**

**4 credit hours. Satisfies ADR III.**

### **BIO230 Microbiology**

#### *Fall-Spring Semesters*

An introduction to general microbiology for allied health, nursing and biology majors. Topics include the morphology, physiology, metabolism, taxonomy and genetics of microorganisms. The laboratory emphasizes basic bacteriological techniques and procedures. Prerequisite: BIO150 or departmental approval.

**3 hours lecture.**

**1 three-hour laboratory (BIO231).**

**4 credit hours. Satisfies ADR III.**

### **BIO232 Plant Taxonomy and Seasonal Flora**

#### *Summer Mini-mester*

A study of flowering plants of this area with comparisons made to flowering plants from other geographical regions. Identification and collection of most frequently seen families are emphasized.

**3 hours lecture.**

**1 three-hour laboratory (BIO233).**

**4 credit hours. Satisfies ADR III.**

### **BIO240 Genetics**

#### *Spring Semester*

The basic principles of Mendelian, non-Mendelian, molecular and population genetics are considered. The structure and function of the gene, patterns of inheritance, gene interaction and gene regulation are discussed. The laboratory component emphasizes molecular biology and experimental approaches to genetics. Prerequisite: BIO150.

**3 hours lecture.**

**1 three-hour laboratory (BIO241).**

**4 credit hours. Satisfies ADR III.**

### **BIO300 Ecology**

#### *Fall-Spring Semesters*

An introduction to the study of the relationships of organisms to their environment and each other as a means for understanding their distribution and abundance. Topics of study include: autecology (dispersal, habitat selection, abiotic tolerances), population dynamics (structure, growth, life history variation), community ecology (species diversity, equilibrium, succession) and species interactions (competition, predation). Both field-based laboratories and lecture material focus on developing skills in observation, logical scientific inquiry, and oral and written presentations. Prerequisites: BIO150, BIO152, Recommended: BIO200.

**3 hours lecture.**

**1 three-hour laboratory (BIO301).**

**4 credit hours.**

### **BIO302 Zoology**

#### *Spring Semester*

A continuation of the animal biology introduced in Biology II (BIO152). Labs will examine both invertebrates and vertebrates taxonomically and phylogenetically. Living organisms are included and dissection of preserved specimens is required. Labs may involve research and field work. Lecture focuses on the processes that have produced the many evolutionary solutions found in the animal kingdom. Prerequisite: BIO150, BIO152, and BIO240.

**3 hours lecture.**

**1 three-hour laboratory (BIO303).**

**4 credit hours.**

### **BIO304 Botany**

#### *Fall Semester*

Selected non-vascular and vascular plants are studied with a view toward their phylogenetic relationship. Morphological and physiological variations that exist from the cellular to the organismal level will be noted. Laboratory topics provide opportunities for students to see and critically analyze selected non-vascular and vascular plants and to make application of the principles and terminology gained from the lecture experience. Prerequisite: BIO150 and BIO152.

**3 hours lecture.**

**1 three-hour laboratory (BIO305).**

**4 credit hours.**

### **BIO306 Animal Behavior**

#### *Spring Semester*

An introduction to the behavior of wild animals in their natural environments. Behavioral adaptations will be viewed in terms of possible evolutionary costs and benefits. Mechanisms behind behaviors will be explored with an emphasis on neural and endocrine organization. Laboratory requires independent research on the behavior of a selected animal species. Prerequisite: BIO150, BIO152 and BIO240.

**3 hours lecture.**

**1 three-hour laboratory (BIO307).**

**4 credit hours.**

### **BIO308 Animal Physiology**

#### *Fall Semester*

Principles of animal physiology are investigated with an emphasis on the functional biology of vertebrate and higher invertebrate animals. Physiological systems are discussed as evolutionary adaptations to environmental challenges. The laboratory stresses the collection, display, and analysis of experimental data. Prerequisite: BIO150, BIO152, and BIO240; and/or med tech standing.

**3 hours lecture.**

**1 three-hour laboratory (BIO309).**

**4 credit hours.**

### **BIO310 Plant Morphology/Embryology**

#### *Spring Semester*

The structural differences within mature forms of angiosperms is noted through studies of life histories of selected species. Early gametophytic patterns leading to early embryo patterns are stressed for selected local species. Prerequisite: BIO304.

**3 hours lecture.**

**1 three-hour laboratory (BIO311).**

**4 credit hours.**

### **BIO350 Biochemistry**

#### *Fall Semester*

This course is an introduction to the metabolism of molecules of biological significance, with emphasis on the energetics and regulation of metabolic pathways. The structure-function relationships of enzyme mechanisms are also considered. Prerequisite: BIO150, CHM134, CHM136, and CHM234. BIO240 is recommended.

**3 hours lecture.**

**1 three-hour laboratory (BIO351).**

**4 credit hours.**

### **BIO354 Immunology**

#### *Spring Semester*

An introduction to the basic principles of immunology, including the areas of cellular and antibody-mediated immunity, immunogenetics, histocompatibility, serology and other selected topics. The laboratory utilizes the techniques of serology, cell biology and biochemistry to study the immunology of animal models. Written and oral reports are an essential part of both the lecture and laboratory components of the course. Prerequisites: BIO150 and BIO230. Also recommended: BIO240.

**3 hours lecture.**

**1 three-hour laboratory (BIO355).**

**4 credit hours.**

### **BIO356 Reproduction and Developmental Biology**

#### *Spring Semester*

This course involves the study of biomolecules, cells, tissues, organs and organisms as a function of time. The cellular and molecular mechanisms involved in the production of gametes and the differentiation of a single zygote into an organism

are elucidated using a variety of animal models.  
Prerequisite: BIO240.

**3 hours lecture.**

**1 three-hour laboratory (BIO357).**

**4 credit hours.**

### **BIO358 Cell and Molecular Biology**

#### *Spring Semester*

This course examines the molecular mechanisms of eukaryotic cell function. The relationship between form and function at the molecular and cellular level will be discussed for topics ranging from transcription to cellular signaling. Prerequisite: BIO240. Recommended: BIO350.

**3 hours lecture.**

**1 three-hour laboratory (BIO359).**

**4 credit hours.**

### **BIO400 Senior Thesis**

#### *Fall-Spring Semesters*

This course culminates the process that began with the introduction to Scientific Research (BIO200). In the Senior Thesis course, Senior Biology majors will organize and present their own previously obtained research data in various formats. The course will emphasize presentation-enhancing computer software, technical aspects of scientific writing, and speaking before critical audiences. Publication-quality written reports describing the research project will be completed in the course. In addition, formal oral and poster presentations of the research data will be given for evaluation by Biology faculty.

**1 hour lecture**

**1 credit hour**

### **BIO402 Biological Internship**

This experience is designed to expose the student to the reality of a biological field through direct participation. It may involve experience as a lab assistant, assistance with the research of a faculty member, or participation in off-campus workshops or employment. Prerequisite: Departmental approval.

**1–3 credit hours.**

### **BIO406, BIO408 Undergraduate Research**

This experience allows a student to do biological research under the supervision of a faculty mem-

ber. A research proposal developed in the Introduction to Scientific Research course can be conducted in this course and the results of the study utilized for the Senior Thesis course. Junior standing is required.

**Two semesters.**

**1–3 credit hours per semester.**

**maximum—6 credits.**

### **BIO410 Advanced Human Anatomy**

#### *Fall Semester*

Advanced Human Anatomy is a course designed for students who wish to further their knowledge about human structure. The course is designed around a discussion group format and human cadaver dissection. References will be made as to how structure is related to function. Prerequisite: Departmental approval.

**2 credit hours.**

### **BIO412 Advanced Seasonal Flora**

Students, in collaboration with the professor, will study the vegetation of a selected site. Examples in the past have been federal and state parks, wetlands, abandoned farm sites and new growth forest. Work is usually performed during the early spring through summer months. Collecting, identifying, and preparing of herbarium vouchers along with written work is required.

**4 credit hours.**

### **BIO420, BIO422, BIO424, BIO426 Grand Rounds**

#### *Fall-Spring Semesters*

A seminar course focused on the practice of family medicine offered at York Hospital. Enrollment limited to students in the Premedical Scholars Program.

**1 credit hour each.**

### **Wallops Island Marine Science Consortium Classes**

York College is a member of the Marine Science Consortium at Wallops Island, Virginia. The Marine Science Center offers a series of undergraduate and graduate courses in marine and environmental sciences. Courses taken at the Wallops Island Marine Science Center may be transferrable

to York College for degree credits. Course registration applications and course descriptions are available in the Biology Department office (LS206). The following is a list of the courses available at the Consortium.

YMS211	Field Methods in Oceanography
YMS221	Marine Invertebrates
YMS250	Wetlands Ecology
YMS260	Marine Ecology
YMS331	Chemical Oceanography
YMS342	Marine Botany

YMS343	Marine Ichthyology
YMS345	Marine Ornithology
YMS362	Marine Geology
YMS431	Ecology of Marine Plankton
YMS432	Marine Evolutionary Ecology
YMS450	Coastal Geomorphology
YMS464	Biological Oceanography
YMS491	Coral Reef Ecology
YMS493	Behavioral Ecology
YMS500	Problems in Marine Science

## GENERAL BUSINESS COURSES

### **BUS218 Personal Finance**

#### *Fall Semesters*

This course is designed for all students. Methods are developed for use in making personal decisions about credit, leasing, renting, insurance, investing, taxes, retirement and estate planning, and purchasing durable goods.

**3 credit hours.**

### **BUS320 Entrepreneurship**

#### *Spring Semester*

In exploring the "entrepreneur as a phenomenon" students will be exposed to the current theory and experiences associated with entrepreneurship in all organizational settings—large, small, public, private and international. In addition topics such as entrepreneurship in large organizations, market systems, characteristics of the information society, technology transfers, sources of venture capital, ethics and case studies will be used. This course can be used to satisfy a management elective. Prerequisite: MKT200 and MGT250 or permission of instructor.

**3 credit hours.**

### **BUS330 Human Systems in Organizations**

#### *Fall-Spring Semesters*

This course provides an integrative study of the human systems in the modern business setting. Topics include human resource recruitment and selection, development and appraisal, motivation, group dynamics, power and conflict resolution, leadership, and organizational culture. Addition-

ally, integrative casework will encourage the application of global and ethical issues to human systems study. Prerequisite: MGT250 Principles of Management or permission of the instructor. This course is not available to Management majors.

### **BUS340 Small Business Ventures**

#### *Fall Semester*

This course provides the prospective entrepreneur with the basic knowledge to start a small business venture and is designed to simulate real life activities of entrepreneurs in the start-up stage of a new venture. Topics covered include the nature of small business, the role of an entrepreneur, start-up and buy-out opportunities, franchises, and the legal environment of small business. A major project for this course requires that students develop a business plan focusing on a product or service. This project includes plans for marketing, financial planing, operations and management development of that business. Prerequisite: MKT200 and MGT250 or permission of the instructor.

**3 credit hours.**

### **BUS345 Business Law I**

#### *Fall-Spring Semesters*

A study of the domestic and international legal environment of business including business ethics, the U.S. Constitution, the judicial system, torts, criminal law, intellectual property rights, comparative law, contracts, domestic and international sales law, commercial paper and banking. Selected

articles from the Uniform Commercial Code and the United Nations Convention on Contracts for the International sale of Goods will be studied.

**3 credit hours.**

### **BUS346 Business Law II**

#### *Spring Semester*

This course is an advanced legal study for students seeking a professional career in business or government. Emphasis is placed on the study of creditors' rights, bankruptcy, agency, employment and labor relations, partnerships, corporations, franchises, government regulations, real and personal property, bailments, insurance, wills, trusts and estates, professional liabilities and international legal environments. This is a writing/communication intensive course. Prerequisite: BUS345 or permission of instructor.

**3 credit hours.**

### **BUS490, BUS491 Business Internship**

A business internship is a short-term business-related work experience designed to allow students to gain meaningful, pre-professional work experience in their field of study prior to graduation. Supplementary training conference, reports and appraisals are required. Prerequisite: Junior standing and departmental approval of each student participant's individual program. The program requires approximately ten hours per week for twelve weeks. Grading will be pass/fail.

**3 credit hours each semester.**

### **BUS495 Business Policy**

#### *Fall-Spring Semesters*

A capstone course that examines the policy-making and planning process from the management perspective. Case studies and/or a computer assisted business simulation are used to convey an understanding of the interdependence of management functions in overall policy-making decisions. Attention is given to various types of organizations including international operations. Prerequisite: Senior standing, FIN300 and completion of the General Business Component Courses. This is a writing/communication intensive course. Students enrolled in this course during the Fall and Spring semesters are required to take a comprehensive examination in business. The examination will be given on several testing dates during the first few weeks of the semester.

**3 credit hours.**

### **BUS498, BUS499 Independent Study**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**1-3 credit hours each semester.**

## **CHEMISTRY**

### **CHM102 Chemistry and Society**

#### *Spring Semester*

This is a chemistry literacy course that relates chemistry to issues for society. It is designed for nonscience majors. Basic science and chemistry concepts are applied to the study of air, ozone, water, energy, acid rain, and polymers. An underlying theme is the evaluation of information and risk/benefit choices. The laboratory includes several field trips.

**2 class periods.**

**1 three-hour laboratory period (CHM103).**

**3 credit hours. Satisfies ADR III.**

### **CHM104 Foundations in Chemistry**

#### *Fall Semester*

This course is an introduction to fundamental chemical principles, specifically designed for students deficient in basic science and math skills. Topics include calculator math, unit conversation,



states of matter, atoms, molecules, simple reactions, and the mole.

**3 credit hours.**

### **CHM114 Concepts in Chemistry I**

#### *Fall Semester*

A discussion of basic facts and fundamental laws of chemistry. An introduction to stoichiometry, atomic structure, chemical bonding, gas laws, solutions, acids and bases, chemical equilibria, thermodynamics, kinetics, nuclear chemistry and some descriptive chemistry.

**3 class periods.**

**1 three-hour laboratory period (CHM115).**

**4 credit hours. Satisfies ADR III.**

### **CHM116 Concepts in Chemistry II**

#### *Spring Semester*

A continuation of CHM114. An introduction to organic and biochemistry. A study of the nomenclature, preparation, properties, and reactions of aliphatic and aromatic hydrocarbons, and organic compounds containing oxygen, nitrogen and halogens. Selected biochemical topics are presented.

**3 class periods.**

**1 three-hour laboratory period (CHM117).**

**4 credit hours. Satisfies ADR III.**

### **CHM134 General Chemistry I**

#### *Fall-Spring Semesters*

Recommended for all science and engineering majors as well as medical technology, premedical, pre dental, preveterinary, and prepharmacy majors. An introduction to stoichiometry, atomic structure, chemical bonding, properties and reactions of inorganic compounds, introductory thermodynamics, acids and bases, and oxidation-reduction reactions. Prerequisite: two semesters of high school algebra or the equivalent.

**3 class periods.**

**1 three-hour laboratory period (CHM135).**

**4 credit hours. Satisfies ADR III.**

### **CHM136 General Chemistry II**

#### *Fall-Spring Semesters*

A continuation of CHM134. Study of gas laws,

states of matter, thermodynamics, acids and bases, ionic equilibria, electrochemistry, nuclear chemistry, and descriptive chemistry of the elements. Prerequisite: CHM134.

**3 class periods.**

**1 three-hour laboratory period (CHM137).**

**4 credit hours. Satisfies ADR III.**

### **CHM234 Organic Chemistry I**

#### *Fall Semester*

The chemistry of carbon compounds. An integrated study of the nomenclature, preparation, properties, stereochemistry, and reactions of aliphatic and aromatic compounds. The relationship between structure and reactivity is developed for each class of compounds. Mechanisms are stressed. Prerequisite: CHM136.

**3 class periods.**

**1 laboratory period (CHM235).**

**4 credit hours.**

### **CHM236 Organic Chemistry II**

#### *Spring Semester*

Continuation of CHM234. Includes oxygen, sulfur, nitrogen and halogen containing compounds. Spectroscopic analysis and organic medicinal topics are included. Prerequisite: CHM234.

**3 class periods.**

**1 three-hour laboratory period (CHM237).**

**4 credit hours.**

### **CHM336 Quantitative Analytical Chemistry**

#### *Fall Semester*

Classical methods of chemical analysis augmented by use of new titrants and ion selective electrodes. The theory and techniques of gravimetric, volumetric, and potentiometric analysis are included. Prerequisites: CHM134-CHM136.

**2 class periods.**

**2 three-hour laboratory periods (CHM337).**

**4 credit hours.**

### **CHM338 Instrumental Analytical Chemistry**

#### *Spring Semester*

An introduction to the theoretical principles and applications of modern instrumental methods of analysis. Topics include spectroscopy, chromato-

graph, and electrochemical techniques. Prerequisites: CHM134–CHM136.

2 class periods.

2 three-hour laboratory periods (CHM339).

4 credit hours.

### **CHM344 Physical Chemistry I**

#### *Fall Semester*

A calculus based study of theoretical chemistry. Topics include thermodynamics, phase relations, solution properties, chemical equilibria, kinetic theory, and electrochemistry. Prerequisites: CHM136, PHY112 (or PHY162), CHM236, MAT272.

3 class periods.

1 three-hour laboratory period (CHM345).

4 credit hours.

### **CHM346 Physical Chemistry II**

#### *Spring Semester*

A continuation of Physical Chemistry I. Topics include kinetics, atomic and molecular structure, an introduction to quantum mechanics, and spectroscopy. Prerequisite: CHM344.

3 class periods.

1 three-hour laboratory period (CHM347).

4 credit hours.

### **CHM434 Advanced Organic Chemistry**

A study of the principles and applications of physical, theoretical and mechanistic organic chemistry. Topics include methods of synthesis of organic molecules, kinetics and mechanisms of organic reactions, structure–activity relationship and spectroscopy. Prerequisite: CHM236.

3 credit hours.

### **CHM443 Inorganic Chemistry**

A study of the descriptive and theoretical aspects of modern inorganic chemistry. Topics include atomic structure, bonding theories, acid–base concepts, chemistry of the main group elements, coordination chemistry and the transition elements, and selected topics of current interest. Prerequisite: CHM136, CHM236.

3 credit hours.

### **CHM481, CHM482 Independent Study**

This course represents in-depth study in a specialized area of chemistry that the student chooses. This may involve novel research which contributes to the general knowledge of science of a review of topics which connects the existing knowledge in a new way. Faculty mentoring plays an integral role in the completion of this course as does the fostering of student responsibility for the learning and research processes. Prerequisite: CM336 and CHM338.

1–6 credits per semester

### **CHM490 Chemistry Internship**

This off-campus internship is designed to give the students an opportunity to make use of the practical aspects of their classroom knowledge, thus developing their confidence and understanding through experience. The corporate supervisor and the faculty supervisor will evaluate student's performance. Prerequisites: Junior standing including CHM134–136, CHM234–236 and departmental approval of each participant's individual program.

3 credit hours.

## **COMMUNICATION**

### **CM100, CM101, CM102, CM103**

#### **Public Speaking Practicum**

#### *Fall-Spring Semesters*

Directed experiences in verbal and nonverbal communication, performance, listening, and other special topics. Credit is given for speeches made in the community and/or with the forensics team at intercollegiate competitions.

1 credit hour per semester up to 4.

### **CM104 Human Communication**

#### *Fall-Spring Semester*

An introduction to the dynamics of speech communication, including analysis of the variables inherent in intrapersonal, interpersonal, small group, and public communication. The student will learn to analyze communication situations and develop criteria for determining the effectiveness

of speech by participation in speaking and evaluation assignment.

**3 credit hours.**

**CM132, CM133, CM134, CM135**

**Radio Practicum**

*Fall-Spring Semesters*

An opportunity to participate in the various activities of an on-air radio station, including announcing, news gathering and presentation, programming, copy writing, and record and tape library activities.

**1 credit hour per semester, up to 4.**

**CM150 Beginning Sign Language**

*Fall-Spring Semesters*

An introduction to signed languages and manual communication skills, including the manual alphabet, an introduction to Deaf culture, approximately 200 basic signs and the history and place of signed communication in society.

**1 credit hour.**

**CM206 Communication Theory**

*Spring Semester*

An introduction to the most important theories and principles of communication. Special attention is given to information theory, persuasion theory, symbolic interactionism, and critical reasoning. Prerequisite: CM104 or taken concurrently with CM104.

**3 credit hours.**

**CM207 Rhetoric and Public Address**

*Spring Semester*

This course is designed to study and research the theoretical, philosophical and historical bases of rhetorical theory from the ancient Greeks and Romans through the present day. Emphasis will be placed on rhetoric as a practical art (public address) and as scholarly pursuit (rhetorical criticism). Students will evaluate contemporary speeches applying developed skills.

**3 credit hours.**

**CM211 Mass Communication**

*Fall Semester*

A survey of the theories, technologies, industries, and practice of Mass Communication. Included is

an examination of the media as institutions of both popular culture and art, as well as the development of critical evaluation skills necessary for the consumption of mass communication products.

**3 credit hours.**

**CM212 Public Speaking**

*Spring Semester*

A study of public speaking, through theory and performance, with emphasis on audience analysis and the rhetorical situation. Organization, content, style, and delivery will be studied. Students will give a minimum of three speeches. Prerequisite: CM104.

**3 credit hours.**

**CM221 Public Relations**

*Fall Semester*

This course examines theory, strategies and ethics used in the practice of Public Relations. Students focus on research, planning, audience reach and evaluation of public relations in corporate, governmental, educational and international settings. Students are introduced to written, spoken and visual communication techniques. Exams, case study analysis and the design and development of a public relations project are required.

**3 credit hours.**

**CM222 Nonverbal Communication**

*Fall Semester—Odd years*

This course will identify and discuss the primary categories of nonverbal communication behavior utilized in daily communication activities. Material will be applied to a variety of common communication contexts, i.e. interpersonal, business, and academic relationships.

**3 credit hours.**

**CM231 Radio Production I**

*Fall-Spring Semesters*

Theory and practice in sound studio production techniques, including operation of studio and control room equipment and remote production techniques. Students produce a variety of program material.

**3 credit hours.**

**3 hour practicum**

**CM236 Audio Production***Spring Semester*

Audio Production is a course designed for students interested in learning the technology of audio recording. Students will receive instruction in both studio and live sound recording techniques. Students will record live talent to tape and are expected to produce professional quality recording projects. Prerequisite: CM231.

**3 credit hours.**

**CM241 Radio Production II***Fall Semester*

Continued instruction in radio production stressing a higher level of technical and aesthetic skills. Instruction focuses on the complex skills involved in program development, understanding the theory of various program formats, and understanding the Federal Communication Commission's rules and regulations that apply to the practical issues of radio production.

**3 credit hours.**

**CM242 Video Production I***Fall-Spring Semesters*

A study of the practical and aesthetic facts in basic video production, including the operation of cameras, lighting, performance, studio functions, and electronic field production. Industry opportunities and practices are also addressed. Prerequisite: CM231

**4 credit hours.**

**4 hours practicum**

**CM250 Advanced Sign Language***Fall-Spring Semesters*

A more intensive examination of the linguistics of signed languages and Deaf culture and an emphasis on receptive language skills and increased vocabulary. Prerequisite: CM150.

**1 credit hour.**

**CM304 Group Discussion***Fall Semester—Even years*

A study of the theories and skills associated with group decision making and problem solving. Students will learn the elements of participation and

leadership, and will develop an understanding of how groups operate.

**3 credit hours.**

**CM310 Argumentation and Debate***Fall Semester—Even Years*

An examination of traditional and contemporary theories of argumentation and debate including methods of reasoning in argumentation, issues analysis, and the strategy and tactics of case construction. Students will participate in debate.

**3 credit hours.**

**CM321 Writing for Public Relations***Spring Semester*

This course is designed to develop student knowledge, skill and abilities in the production of releases, fact sheets, media kits, back grounders, newsletters, brochures, articles, speeches, public services announcements for print and electronic media. Students are urged to develop a portfolio of their work. Students are evaluated on the writing quality of a variety of assigned projects, by exam, and project presentation. Prerequisite: CM221.

**3 credit hours.**

**CM327 Persuasion***Fall Semester*

A study of historical and theoretical perspective of persuasion. Topics covered include the elements, functions, and contexts of persuasion as well as how messages are diffused. Applications are made through written papers related to topics of student interest. In addition, library research skills will be sharpened using professional journals to develop a rationale for research.

**3 credit hours.**

**CM328 Organizational Communication***Spring Semester—Odd years*

A course designed for those with an interest in how communication functions within an organizational setting. Course content focuses on the theories, flow, purpose and media by which messages are communicated within an organization. Attention is also given to the methods by which organizational communication is evaluated. Prerequisite: CM206.

**3 credit hours.**

**CM329 Interpersonal Communication*****Spring Semester***

Students will combine current theories of interpersonal communication and related concepts and apply these to daily interpersonal interactions with friends, family, peers and coworkers. Prerequisite: CM104.

**3 credit hours.**

**CM332 Media Writing*****Spring Semester***

The application of creativity to the practical concerns associated with radio and television advertising spot writing. Emphasis is paid to such considerations as potential audiences, technique and idea development, writing to time limitations, creative complexity and formatting. Prerequisite: CM242.

**3 credit hours.**

**CM333 Broadcast Portfolio I*****Fall-Spring Semesters***

Broadcast Portfolio I offers the student the opportunity to obtain practical experience in basic studio and field production of a broadcast quality live and pre-recorded program. Students are responsible for performing most of the tasks involved in programming of this type. Prerequisite: CM242.

**3 credit hours.**

**CM340 News Writing and Production*****Fall Semester***

This intensive studio course introduces students to broadcast journalism, newsgathering, and newscast production. Students are responsible for writing and delivering radio and television news and producing broadcast quality newscasts. Evaluation includes exams, writing and air check samples and production assessment. Prerequisite: CM231, CM242.

**3 credit hours.**

**CM341 Video Production II*****Spring Semester***

Extensive study of the composition of the visual image, as well as continued instruction in higher level video production and broadcast techniques. Students apply these advanced aesthetic and technical considerations through a variety of indepen-

dently produced video projects. Prerequisite: CM242.

**4 credit hours.**

**4 hours practicum.**

**CM347 Corporate Video*****Fall Semester***

This course introduces the student to the corporate video marketplace, the use of video in programming and instructional design, pre-production, studio and field production, editing, mixing, budgeting, funding and program distribution. Corporate Video provides the student with the opportunity to apply previous production course proficiencies in a corporate television context. Students with a strong interest in program design are urged to take this course. Prerequisites: CM242, CM341 and CM206.

**3 credit hours.**

**CM355 Electronic News Reporting*****Spring Semester***

This course provides the student with the opportunity to develop skills, style and proficiencies in electronic news reporting, editing, photojournalism and performance. Students are required to produce news wraps, packages, features and series on issues or events; and are encouraged to develop resume tapes of their work. Grading involves exams, written issue analysis, and field news reports of broadcast quality.

**3 credit hours.**

**CM402 Communication Seminar*****Fall-Spring Semesters***

An intensive examination of communication theories and concepts through directed research and writing. Prerequisite: The completion of 90 credit hours, including 12 credits in speech or speech-related courses.

**3 credit hours.**

**CM410 Media Management*****Fall Semester***

This course explores the duties, tasks and responsibilities of a media manager within a multi-dimensional corporate environment. Issues of staffing, budgeting, production scheduling, equip-

ment acquisition, planned obsolescence and delivery mechanisms will be discussed. Particular emphasis will be placed on planning and managing expanding applications of media technologies throughout the organization. Prerequisites: CM242 and CM341, and CM347.

**3 credit hours.**

### **CM421 Public Relations Campaign Strategies**

#### *Spring Semester*

This course is designed to develop student knowledge, skill and abilities in the planning and implementation of comprehensive public relations campaigns. Students will analyze nationally recognized case studies, and will be responsible for the design of a campaign plan. Special emphasis will be placed on research, design, evaluation and execution strategies, including Public Relations survey research software, graphics, scheduling, budgeting and media relations.

**3 credit hours.**

### **CM431 Advanced Production**

#### *Spring Semester*

Advanced Production affords students the opportunity to concentrate for a semester on the intensive production of professional quality narrative, documentary, journalistic and/or experimental video projects. Student directors submit proposals and scripts for projects they wish to produce, and then engage other students as their production personnel. Prerequisite: CM206 and CM311.

**3 credit hours.**

### **CM433 Broadcast Portfolio II**

#### *Fall-Spring Semesters*

This course offers eligible students practical experience in advanced television studio and field production duties, tasks and responsibilities for the purpose of producing a live and pre-recorded broadcast quality program. Students will assume the roles of above-the-line personnel. Prerequisite: CM341.

**3 credit hours.**

### **CM434 Media Law and Ethics**

#### *Fall Semester*

This course examines the American legal system and the legal ramifications involving media, including free speech, privacy, censorship, defamation, obscenity, freedom of information, copyrights, journalistic access and ethics, court coverage and electronic media regulation, advertising and ownership issues. Special attention is given to current media law cases and recent case studies. Prerequisites: CM206 and CM311.

**3 credit hours.**

### **CM444 Special Topics in Communication**

Thorough study of selected themes and issues in communication, such as gender communication, health communication, and political communication patterns. The specific topics may be suggested by faculty members or students. Students may take this course only once.

**3 credit hours.**

### **CM450, CM451 Communication Internship**

Planned and supervised work experience in oral or written communications at selected cooperating firms or organizations. Supplementary training conferences, reports and appraisals. Prerequisite: 60 credits completed. 2.5 overall GPA and departmental approval of each student participant's individual program.

**3 credit hours.**

### **CM498, CM499 Independent Study**

An opportunity for the student who wishes to undertake a well-defined research project. While the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process. Prerequisite: 60 credits completed and 2.5 overall G.P.A.

**1-3 credit hours.**

## CRIMINAL JUSTICE

### **CJA100 Orientation to Criminal Justice**

#### *Fall Semester*

This course is intended to acquaint the criminal justice student with those agencies that comprise the criminal justice system. Guest speakers representing city, county, state and federal agencies present informative discussions concerning the employment qualifications, functions, and responsibilities of their respective organizations. This course is graded on a pass/fail basis.

**1 credit hour.**

### **CJA101 Introduction to Criminal Justice**

#### *Fall-Spring Semesters*

This course is designed to provide students with an understanding of criminal justice as an academic discipline, of the social and historical context of crime and justice in a democracy, and an overview of the administration of America's criminal justice system. Topics include the nature and measures of crime, roles, structures and values of criminal justice agencies and officials, capital punishment, loss prevention and security, privatization and other contemporary issues.

**3 credit hours.**

### **CJA102 Introduction to Private Security**

#### *Fall-Spring Semesters*

An introduction to the theories, history and contemporary practices involved in asset protection. Coverage includes private investigation and the security service industry. Student preparation for the Certified Protection Officer examination will also be included. Prerequisite: CJA101.

**3 credit hours.**

### **CJA110 Juvenile Delinquency**

#### *Fall-Spring Semesters*

The course covers the history and development of the concept of delinquency, nature and extent of delinquency, theories of delinquency, and environmental influences of delinquency. Special topics of child abuse and neglect, school-based crime, gang control efforts, and the relationship between

delinquency and drug abuse are also considered. Prerequisite: CJA101.

**3 credit hours.**

### **CJA202 Principles of Asset Protection**

#### *Fall Semester*

A comprehensive study of approaches to loss problems due to terrorism, violence, theft and espionage encountered in business, government and non-profit organizations. Prerequisite: CJA102.

**3 credit hours.**

### **CJA203 Ethical Issues in Criminal Justice**

#### *Fall-Spring Semesters*

The course introduces students to the foundations of philosophical and moral thinking. These principles are then incorporated into criminal justice settings with cases and readings that focus on professional-oriented ethical issues encountered in the administration of justice. Prerequisite: CJA101.

**3 credit hours.**

### **CJA225 Criminal Investigation**

#### *Fall Semester*

This course examines the fundamental principles and practices of criminal investigation. Topics covered include information acquisition, surveillance, interviewing and interrogation, crime scene investigation, physical evidence, and the legal aspects of investigation. Prerequisite: CJA101.

**3 credit hours.**

### **CJA230 Introduction to Criminalistics**

#### *Spring Semester*

An introduction to the utilization of scientific methods and instrumentation in the analysis of physical evidence at crime scenes and in the laboratory. Topics include: fingerprints, cast and mold development, blood and other body fluids, hair, fibers, tool marks, paint, glass and plastic fragments, ballistics, and specialized instrumentation. Prerequisite: CJA101.

**3 credit hours.**

### **CJA295 Criminal Justice Data Collection and Analysis**

#### *Fall Semester*

The course reviews various data collection methods, criminal justice data sets (Bureau of Justice Statistics, National Institute of Justice, Uniform Crime Reports, National Crime Victimization Survey, etc.) and introduces statistical techniques appropriate for use in the criminal justice system. Prerequisite: CJA101.

**3 credit hours.**

**CJA296 Research Design in Criminal Justice**  
*Spring Semester*

This course is a continuation of CJA295 and covers research design that is most useful for the study of criminal justice problems, program evaluation and policy analysis. A one-hour laboratory period is required. Prerequisites: CJA101 and CJA295.

**4 credit hours.**

**CJA302 Criminal Law**

*Fall-Spring Semesters*

An examination of the general principles of substantive criminal law including the concepts of *mens rea*, criminal responsibility, capacity, justification, excuse, defenses, and the elements of a number of specified offenses. Prerequisite: CJA101.

**3 credit hours.**

**CJA303 Women in Criminal Justice**

*Spring Semester*

An overview of the involvement of women in the criminal justice system. This course will examine females as offenders and victims. This study will also examine women as criminal justice professionals: the barriers, the opportunities, and their future within the criminal justice system. Prerequisite: CJA101.

**3 credit hours.**

**CJA304 Legal Standards of Security/  
Asset Protection**

*Spring Semester*

An examination of federal, state and local laws, which impact upon the protection of assets and the conduct of investigations. Standards of professional practice, licensing, administrative regulations, civil liability and law relating to employment practices will be covered. Prerequisite: CJA101.

**3 credit hours.**

**CJA323 Arson and Bomb Investigation**

*Spring Semester*

Methods of scientific analysis are used in the investigation of fires, bombs and explosives, bullets and cartridges. Glass and document evidence are also examined. The value of the evidence and its presentation in court are discussed. Prerequisite: CJA230.

**3 credit hours.**

**CJA324 Evidence Analysis Techniques of  
Body Fluids**

*Fall Semester*

Methods of scientific analysis are used in the collection, identification and comparison of physical evidence. This includes blood, semen, other body fluids, drugs, alcohol and toxicology. Prerequisite: CJA230.

**3 credit hours.**

**CJA334 Policing in America**

*Fall Semester*

A critical examination of the historical development of law enforcement in Great Britain and America, policing reforms, the role of law enforcement in a democracy, current trends and issues, and a brief comparison of policing practices in other countries. Prerequisite: CJA101.

**3 credit hours.**

**CJA336 Judicial Process**

*Spring Semester*

The course examines the history and structure of America's adult courts, the interrelationship between the trial court and its social, economic, and political environments, as well as the major participants in the court, the trial process, and sentencing from the perspective of social science research and public policy analysis. Court observation required. Prerequisite: CJA101.

**3 credit hours.**

**CJA337 Punishment and Corrections**

*Spring Semester*

A review of the history of criminal punishment, rationales for punishment, correctional reforms, the structure of modern prison systems, community-based corrections, intermediate sanctions, and current issues. Prerequisite: CJA101.

**3 credit hours.**



**CJA341 Criminal Procedure*****Fall-Spring Semesters***

A survey and analysis of United States Supreme Court decisions involving the constitutional rights of individuals in the criminal process and the remedies available for the violation of those rights. Topics include: interrogations and confessions, laws of arrest and search and seizure, exclusionary rule, and prosecutorial discretion. Case method. Prerequisite: CJA101.

**3 credit hours.**

**CJA347 Community Based Corrections*****Fall Semester***

An examination of the historical development of the major community-based correctional programs (probation and parole) and intermediate sanctions, the relationship between the community and correctional system, current community correctional programs, including restorative justice, as well as an evaluation of their efficacy utilizing the latest research findings and evaluation studies. Prerequisites: CJA101 and CJA337.

**3 credit hours.**

**CJA348 Juvenile Justice*****Fall-Spring Semesters***

The course focuses on the contemporary juvenile justice system by reviewing and analyzing recent legal cases, research studies, evaluation reports and public policy initiatives in the field of juvenile justice. Topics include: teen/community courts, pretrial detention and boot camps, mandatory sentencing, legal reforms, and gang efforts. Prerequisites: CJA101 and CJA110.

**3 credit hours.**

**CJA349 Comparative Criminal Justice*****Fall Semester (odd-numbered years)***

Examines the incidence of crime, measures of crime, and criminal justice policies and procedures from a comparative perspective. While the primary focus is on a comparison between the United States and other common law countries, additional countries are also examined. Prerequisites: CJA101 and junior standing.

**3 credit hours.**

**CJA360, CJA361 Experiential Learning in Criminal Justice*****Fall-Spring Semesters***

This course is designed to provide students with an introduction to the field of criminal justice as a profession. Each student will complete a minimum of 120 hours in an assigned field placement so that he/she can obtain familiarity with one area of the criminal justice and security fields. The field experience will be a primary point of reference in weekly class discussions. Students will be expected to reflect critically on their field experience, using their knowledge of theory and policy. Prerequisite: An application is required during the semester preceding the academic term in which the student desires to perform the experiential learning; approval of the instructor; minimum GPA 2.00; and junior/senior standing.

**3-6 credit hours.**

**CJA362 Scientific Techniques in Investigation*****Fall Semester***

The course reviews the latest scientific techniques used in investigative police and asset protection work. Prerequisites: CJA101, CJA225, and CJA230.

**3 credit hours.**

**CJA364 Community Policing*****Fall Semester***

The course uses the latest studies from the professional literature and the National Institute of Justice sponsored research programs to examine the general nature of community policing, various models of community policing programs, controversies, and interrelationships between the police and the community. Prerequisites: CJA101 and CJA334.

**3 credit hours.**

**CJA370 Police Organization and Management*****Spring Semester***

A study of the organization and administration of modern law enforcement agencies that utilizes current research to focus on a variety of topics: operations, labor relations, computer utilization, affirmative action, research and planning, evaluation, community and problem oriented policing

models, and crime prevention strategies. Prerequisites: CJA101 and CJA334.

**3 credit hours.**

### **CJA380 Special Topics in Criminal Justice**

An intensive examination of a specialized topic in the field of criminal justice. Topics will vary according to the instructor. May be taken more than once provided the subject matter is not repeated. Maximum of six hours of credit.

**3 credit hours.**

### **CJA401 Security Planning and Supervision** *Spring Semester (odd-numbered years)*

This course focuses on the human resource management aspects of security/asset protection. Selection, training, and supervision of protective services personnel will be covered. Prerequisite: CJA102.

**3 credit hours.**

### **CJA402 Crime and Public Policy**

The course examines policy making and policy processes that shape the criminal justice system and the relationship between public policy and theories of crime. Topics include the respective policy making roles of federal, state, and local legislative bodies, recommendations and findings of national criminal justice commissions, and federalization of crime. Prerequisites: CJA101 and junior standing.

**3 credit hours.**

### **CJA403 Conflict Analysis and Management** *Fall Semester (even-numbered years)*

This course explores the fundamentals of conflict analysis and its management, settlement, or resolution in a variety of settings, including the administration of justice. Also, the course is designed to develop student skills in the analysis of conflicts using negotiation, mediation, collaborative problem solving, and other processes and techniques. Prerequisites: CJA101 and junior standing.

**3 credit hours.**

### **CJA405 Substance Abuse and the Criminal Justice System**

The course provides an overview of the history, development and current status of drug control

programs and the criminal justice system. Topics include drug smuggling, intervention, pathology of corruption and drug decriminalization, constitutional issues, and drug courts. Prerequisites: CJA101 and junior standing.

**3 credit hours.**

### **CJA406 Critical Issues in Policing** *Fall Semester (odd-numbered years)*

The latest empirical findings and theory-based research findings are used to provide an overview of current policing problems and issues. Prerequisites: CJA101, CJA334, CJA364 and CJA370.

**3 credit hours.**

### **CJA480 Institutional Corrections** *Spring Semester*

The course provides an overview of institutional corrections in America. It also addresses such contemporary topics as sex in prison, prison contraband markets, privatization, professionalization, policy development, classification systems, prison social structure, and the latest Supreme Court decisions pertaining to institutional corrections. Prerequisites: CJA101 and CJA337.

**3 credit hours.**

### **CJA491 Senior Seminar** *Fall-Spring Semesters*

This capstone criminal justice course requires students to perform significant original research and to demonstrate a proficiency in the use of professional informational resources. Prerequisites: CJA101 and 12 additional hours in Criminal Justice.

**3 credit hours.**

### **CJA498, CJA499 Independent Study**

Independent study or research on a selected subject in criminal justice under the direction of a faculty member with the approval of the program coordinator. Prior to registering for the course, a student must prepare a written proposal and secure an individual faculty member's approval. May be repeated for a maximum of three hours credit. Prerequisite: Permission of the instructor and criminal justice coordinator, junior/senior standing, and 12 hours in criminal justice.

**1-3 credit hours each semester.**

## EARTH/SPACE SCIENCE

### **ESS152 Earth and Space Science**

#### *Fall-Spring Semesters*

Earth and Space Science is an introductory laboratory-oriented course which includes a study of the basic principles of geology and astronomy. By using the scientific method, the course covers a study of the earth, the study of the formation of common rocks and minerals, rock classification, mountain building, the structure of the earth, geological processes that create the surface landscape, plate tectonics, geologic and topographic maps, the solar system, planetary motion, the sun and star evolution, the moon and celestial observation. Field trips are part of this course.

**2 class periods.**

**1 three-hour laboratory period (ESS153).**

**3 credit hours. Satisfies ADR III.**

### **ESS154 Introduction to Astronomy**

#### *Spring Semesters (odd numbered years)*

This laboratory oriented introductory course will examine: historical aspects of astronomy; evidence of the origin and evolution of the universe, galaxies, stars, solar system, and earth; space exploration—past, present and future; and a detailed investigation of our solar system with emphasis on the sun, moon and planets. Mathematical computations, computer activities, and field trips to observatories and planetariums are part of this course.

**2 class periods.**

**1 three-hour laboratory period (ESS155).**

**3 credit hours. Satisfies ADR III.**

### **ESS252 Geologic History of the Earth**

Earth history is a field science. This laboratory oriented introductory course will examine: The geologic time scale; evidence describing the evolution of the earth; changing patterns of mountains, lowlands, and seas; development of organisms; fossils; geologic maps and topographic maps; geologic problems; physical properties of rocks and minerals; and plate tectonics. Appalachian geology and local geology will be emphasized where applicable. Field trips are part of this course. Prerequisite: ESS152 Earth Space Science.

**2 class periods.**

**1 three-hour laboratory period (ESS253).**

**3 credit hours.**

### **ESS481, ESS482 Independent Study in Earth Sciences**

This course provides an opportunity for in-depth study in a specialized Earth Science area. This may involve novel research which contributes to the general knowledge of Earth Science or a review of topics which connects the existing knowledge in a new way. Faculty mentoring will play an integral role in the completion of this course as will the fostering of student responsibility for the learning and research processes. Prerequisites: ESS152, MAT105, PHY110, PHY112.

**Satisfies ADR III.**

## ECONOMICS

### **ECO200 Principles of Economics (Macro)**

#### *Fall Semester*

The study of aggregate or total economic activity. Topics such as employment, inflation, and production are analyzed in relation to national economic policies. This course is not open to freshmen.

**3 credit hours. Satisfies ADR II.**

### **ECO201 Principles of Economics (Micro)**

#### *Spring Semester*

The study of individual decision makers within the economy. Price and output determination is explained by the interaction of supply and demand, the behavior of the firm and the household, and the impact of various market structures. Prerequisite: ECO200. This course is not open to freshmen.

**3 credit hours. Satisfies ADR II.**

**ECO310 Intermediate Macroeconomics, Money and Banking***Fall Semester*

An analysis of money and credit and their relation to economic activity and prices; organization, operation, and functions of the commercial banking system; structure, objectives, functions, and instruments of control of the Federal Reserve System; monetary policy and international financial relationships. Prerequisite: ECO201, and two semesters of Accounting.

**3 credit hours.**

**ECO325 Mathematical Economics**

Application of mathematical analysis to economic concepts is presented. Mathematical techniques such as derivatives and linear algebra are utilized. Particular attention is given to static analysis, comparative-static analysis and optimization problems in economics. Prerequisite: ECO201 and MAT120.

**3 credit hours.**

**ECO340 Economic Development**

An examination of the political, social, and economic problems and policy issues of developing countries in achieving adequate economic development. Theories of economic growth and their relevance to current problems such as capital formation, population, growth, inequality, poverty, unemployment, international investment, and international assistance are discussed. Prerequisite: ECO201

**3 credit hours.**

**ECO350 Intermediate Microeconomics***Spring Semester*

The foundations of price theory, including an analysis of consumer and firm behavior, competition and efficiency, factor markets, income distribution, and general equilibrium. Prerequisite: ECO201.

**3 credit hours.**

**ECO375 History of Economic Thought**

A study of the history of economic thought from time of Adam Smith to the present. The events and ideas of the great economists are explored in order to understand their convergence to contemporary economic crossroads. Prerequisites: ECO310 and ECO350.

**3 credit hours.**

**ECO400 International Economics***Spring Semester*

A study of factors affecting international trade, including resource allocation, motives for methods of protectionism, foreign exchange and currency valuation, international debt, the role of risk in international trade and finance, and economic growth. Prerequisite: ECO201.

**3 credit hours.**

**ECO450 Economics and Finance Seminar***Fall Semester*

Selected readings, discussions, and papers on topics which provide a capstone experience which will emphasize an integration of the courses taken within the major. Prerequisite: Senior standing in the major.

**3 credit hours.**

**ECO490, ECO491 Economics and Finance Internship**

Planned and supervised work experience at selected cooperating firms. Supplementary training conference, reports and appraisals. Prerequisite: Junior standing and departmental approval of each student participant's individual program. The program requires approximately ten hours per week for twelve weeks. Grading will be Pass/Fail.

**3 credit hours.**

**EDUCATION****ED104 College Reading Improvement and Study Skills**

A developmental course in reading comprehension, vocabulary expansion, and retention. A significant

part of the course is devoted to assisting the student in developing effective study skills. Credits earned in this course will not count towards graduation.

**3 credit hours.**

**ED221 Introduction to American Education**

*Fall-Spring Semesters*

Emphasizes the role of the school as societal setting, the functions of schools in a changing society, community and governmental influences upon education, the school as both producer and product of social change, and the historical development of schools in America. Relates the teacher's roles and surveys philosophical influences.

**3 credit hours.**

**ED307 Emergency First Aid and C.P.R.**

*Spring Semester*

This course is designed to give the layman whether at work, coaching, or at home the necessary knowledge to give immediate care to the sick or injured. The course also involves basic anatomy and physiology and an orientation in safety. Nationally recognized certification in First Aid and CPR will be awarded upon successful completion of the course and the satisfying of the certifying agencies' requirements.

**3 credit hours.**

**ED309 Principles of Athletic Coaching**

*Fall Semester*

A course designed to supply students with an ethically and educationally sound philosophy underlying the inclusion of competitive athletics in the education program. It is designed to provide a background of psychological and physiological insights to enable the beginning coach to effectively teach individual and group motor skills.

**3 credit hours.**

**ED310 Physical Education and Recreational Activities**

*Fall-Spring Semesters*

The overall goal of general education and of physical education is to help individuals achieve optimum growth and development. This course will provide the student with an understanding of the place of physical education in the elementary school program and see it as a vital contributing portion of the total school curriculum. The student will also gain an understanding of the basic principles for selection of games and skills appropriate to grade and development levels, preparation for teaching the activities, presentation of activities to children, organization of children into game formation and supervision of children and skill activities. Also emphasized is an understanding of an individual's physical fitness needs assessment and promotion of achieving their personal fitness goals. Prerequisites: PE134 and ED221 or permission of instructor.

**2 credit hours.**

**ED311 Prevention and Treatment of Athletic Injuries—Level I**

*Spring Semester*

This course is designed to provide the student with insights and skills necessary to handle basic sport injury situations. Course content deals with the prevention and evaluation of common injuries and the basic treatment and management of these injuries.

**3 credit hours.**

**ED356 Reading in the Content Areas**

*Spring Semester*

Designed for both secondary and elementary teacher candidates. Emphasis will be placed on the strategies that assist students in comprehending textual material in all subject areas. Diagnostic procedures assessing reading behaviors will be stressed along with appropriate remedial procedures in addition to techniques for developing concept vocabulary skills, comprehension skills, and study skills throughout the curriculum. (The course is appropriate for elementary teachers planning to teach in the intermediate grades (4-6) and all secondary teachers.)

**3 credit hours.**

**ED402 School Law**

*Fall-Spring Semesters*

Reviews public school structure and organization in terms of the teacher's role and the relationships with school board, administrators, supervisors, other professional and para-professional personnel, and school patrons. Familiarization with the legal foundations applicable to employment with functioning in a public school setting. In depth study of case law applicable to school issues. To

be taken the academic term prior to the Professional Semester. Prerequisites: ED221.

**2 credit hours.**

#### **ED404 Student Teaching**

##### *Fall-Spring Semesters*

Under the supervision of college and cooperating staff, the student engages in the actual planning, conduct and evaluation of classroom learning activities. Focusing upon integration of all aspects of the practicum is an integral part of the course. Prerequisites: Admission to the Professional Semester, successful completion of ED401, ED402, EE/SE412, and EE/SE414. \$150.00 fee.

**Full-time by appointment during last part of semester.**

**8 credit hours.**

#### **ED405 Focused Studies in Education**

##### *Fall-Spring Semesters*

This offering is intended only for Education majors initially scheduled for student teaching. Having not found satisfaction in the student teaching assignment, the student is relieved of these duties to pursue research and activities specifically related to a topic or project approved by the Department Chair. The student is required to submit tangible evidence of activities and resultant growth for evaluation. Prerequisite: Admission to the Professional Semester and permission of the Departmental Chair. May be scheduled during the last year of candidacy only.

**2 to 8 credits hours.**

#### **ED406 Directed Professional Educational Experience**

##### *Fall-Spring Semesters*

For students choosing the Alternate Program. The student and supervising instructor create an academic and experiential plan of specific study reflective of a major interest outside of a public classroom setting. A package of content and assignments is designed to explore optional educational career themes. Prerequisites: All coursework required for admittance to the Professional Semester.

**2 to 8 credit hours.**

### **ELEMENTARY EDUCATION**

#### **EE207 Literacy Development in Young Children: Reading Readiness**

##### *Fall Semester*

A study of the significance of the interaction between the home and the school in preparing the child for reading. The use and limitations of reading readiness tests, mental age, concept of reading readiness, content of reading readiness programs and assessment of the child's readiness for reading instruction will be explored. Recognition of developing literacy in young children and procedures for furthering that development will provide the primary emphasis of learning in this course. Prerequisites: ED221.

**3 credit hours.**

#### **EE210 Early Childhood Curriculum**

##### *Fall Semester*

A course designed for the individual who is interested in working with pre-school children. Emphasis is on the pre-school child, types of schools and programs for pre-school children, teaching techniques and strategies to be employed with this age group and recent trends in early childhood education. Field experience in an early childhood setting is a required component of this course. EE210 is a prerequisite for EE211 Practicum in Early Childhood.

**3 credit hours.**

#### **EE211 Practicum in Early Childhood Education**

##### *Spring Semester*

This course provides the student with experiences in an early childhood setting in nursery schools and day-care centers in York County. Under the supervision of the College and the cooperating institution staff, the student engages in planning, conducting and evaluating classroom learning activities. Prerequisites: EE210, ED221.

**1 class period and arrangements w/cooperating institutions.**

**3 credit hours.**

**EE300 Teaching Language Arts and Children's Literature in Elementary School**

*Fall-Spring Semester*

Preparation for, and practice in, teaching communication skills in the elementary school. Potential elementary teachers are provided the essential techniques, strategies and familiarity with a whole language approach to language/literacy acquisition. An important segment is teacher awareness and appreciation of the role of children's literature within the curriculum. Prerequisites: ED221.

**3 credit hours.**

**EE301 Foundations of Reading Instruction**

*Fall-Spring Semesters*

This course provides students with the foundations for teaching reading in the elementary school. Course topics include: Early literacy development, approaches to reading instruction, systematic instruction vs. whole language philosophy, vocabulary development, comprehension instruction, content area reading, and instructional adaptations for ethnically diverse and exceptional learners. This course is the foundational course for all other reading courses. Prerequisite: ED221.

**3 credit hours.**

**EE302 Diagnostic and Remedial Reading**

*Fall-Spring Semesters*

Surveys problems in diagnosing and handling of pupils' reading difficulties to include appraisal techniques, procedures, and materials for corrective and remedial instruction. Conducting a Case Study with an individual child will constitute a significant portion of the workload in this course. Prerequisite: EE301, ED221.

**3 credit hours.**

**EE304 Teaching Elementary Social Studies in Elementary School**

*Fall-Spring Semester*

Preparation for teaching elementary school social studies. Course content deals with recent techniques, development in approaches, methods and materials for teaching social studies. Emphasis is

on the utilization of children's literature in teaching social studies. Prerequisite: ED221

**3 credit hours.**

**EE313 The Psychology of Reading**

*Fall Semester*

The course is concerned with what psychologists have discovered about personality of development, learning styles, and classroom interaction as they relate to the teaching of reading. Students are encouraged to examine their own teaching and learning styles. Participants will assume active roles in the teaching/learning process of this course. Prerequisites: ED221, EE301, or permission by instructor.

**3 credit hours.**

**EE314 Current Issues in Reading**

*Spring Semester*

Provides students with opportunities to survey issues which have a current impact on the teaching of reading in our schools. The design of the course will require students to participate in a variety of learning settings, i.e., large group, small group, instructor/student, and independent research. School visitations to observe current methods and innovations in the teaching of reading are integral components to this course. Prerequisites: ED221, EE301, or permission of instructor.

**3 credit hours.**

**EE315 Teaching Mathematics in the Elementary School**

*Fall-Spring Semesters*

Preparation for, and practice in, teaching K-6 elementary school mathematics. Potential teachers are provided with the essential strategies that facilitate the development of mathematical concepts in the elementary curriculum. The course includes instructional techniques, assessment, using children's literature and cooperative grouping through "hands-on" inquiry, process approaches that meet the National Council of Teachers of Mathematics (NCTM) standards. Prerequisites: ED221 and MAT190.

**3 credit hours.**

**EE316 Teaching Science and Health in the Elementary School***Fall-Spring Semesters*

Preparation for and practice in teaching K-6 elementary school science and health. Emphasis is placed on the inquiry approach and the development of concepts. The course includes instructional techniques, strategies to generate background knowledge, types of questions and tasks that facilitate intrinsic motivation, learning, and achievement, cooperative learning strategies, the use of children's literature in science, and assessment strategies. The course is designed to help potential teachers implement the national science standards. Prerequisites: ED221, PSC152 or PSC154, BIO120 or BIO122 or some other BIO options.

**3 credit hours.**

**ED320, SE320 Computers in the Classroom***Fall-Spring Semesters*

Students will be acquainted with the variety of ways in which the computer may be used to enhance teaching strategy and provide enrichment activities for subject matter. They will also learn to use and evaluate a wide range of instructional software packages and work with ways in which word processing and program utilization can make instructional preparation of materials easier and of higher quality. There will also be information about computer hardware and terminology essential to teaching. Prerequisite: ED221

**1 credit hour.**

**EE409 Internship in Reading***Fall-Spring Semesters*

A closely supervised program that provides students with experience in Reading Centers and/or classrooms in elementary schools under the guidance of a reading instructor. Designed for elementary education majors with a concentration in Reading. Students will be expected to spend approximately 10 hours a week in their reading internship placement; thus, the remainder of the college student's schedule should be arranged accordingly. Prerequisites: EE301, Completion of EE302 is desirable.

**1 class period.**

**Approximately 10 hours per week in field work.**

**3 credit hours.**

**EE412, SE412 Student Teaching Practicum***Fall-Spring Semesters*

A weekly meeting conducted during the Professional Semester. This is required of all student teachers and is designed to focus upon the integration of all aspects of the student teaching experience.

**1 class period.**

**1 credit hour.**

**EE414, SE414 Teaching Exceptional and Multicultural Students (K-6)/(7-12)***Fall-Spring Semesters*

Preparation for and practice in teaching students who are highly diverse in ability, cultural background, and level of handicap. Potential elementary teachers are provided the essential content knowledge, understanding, techniques, approaches, technology, and material needed. The course will focus on whole language and process learning methodology. The course covers the following: Multicultural and ESL, hearing impaired, visually impaired, speech and language disordered, mentally retarded, orthopedically impaired, learning disabled, drug and alcohol syndromes, emotionally disordered, and gifted. Prerequisites: Admission to the Professional Semester, PSY100, PSY360, ED221.

**2 credit hours.**

**EE498, EE499/SE398, SE499 Independent Study***Fall-Spring Semesters*

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction



and an increase in the individual student's responsibility and initiative in the learning process.

**1 to 3 credit hours each semester.**

## **SECONDARY EDUCATION**

### **SE350 The Secondary School Experience**

#### *Fall Semester*

The responsibility of teaching, teacher, learning and learner comes into focus as the educational experiences of the adolescent are studied. Individual and group projects delve into the domain of secondary curriculum. The development and direction of the American secondary school system is investigated through the cooperative efforts of student and teacher. Issues and problems are researched as to their genesis, growth, and influence on today's classroom. Curricular materials, guides, projects, and approaches are reviewed and then compared to the identified needs of society and the individual. Prerequisites: ED221 or permission of the Director of Secondary Education, or instructor.

**3 credit hours.**

### **SE351 Teaching Strategies in the Secondary Schools**

#### *Spring Semester*

Students and instructor share in the development presentation, and evaluation of individual mini-lessons. Microteaching techniques are used with videotaping procedures to practice and improve lesson presentation skills. Concentrated efforts are targeted to the development of techniques and methods that best enhance classroom learning. Discussion and group work combine to lend credence to course assignments and to give students direct experience with professional practices. Prerequisites: ED221 or permission of the Director of Secondary Education, or instructor.

**3 credit hours.**

### **SE352 Teaching Social Studies in the Secondary School**

#### *Spring Semester*

The focus of this course is to research various social studies course curricula, methodological

approaches and selected topical themes. Consideration is mainstreamed toward investigating the various approaches to the social studies and "how" they might best be integrated into a classroom of secondary students. Prerequisites: ED221, SE350 or permission of Director of Secondary Education, or instructor.

**3 credit hours.**

### **SE353 Teaching Secondary Communications/English**

#### *Fall Semester*

This course provides preparation for and practice in teaching secondary English or Communications. Students prepare and present lesson plans for teaching a variety of skills and appreciations in the English classroom. Areas of concentration include language study (grammar), reading, literature, writing, listening, and speaking. Prerequisites: ED221, SE350 or permission of the Director of Secondary Education, or instructor.

**3 credit hours.**

### **SE354 Teaching General Science in the Secondary School**

#### *Fall Semester; even numbered years*

Preparation for, and practice in, teaching general science in the secondary school environment. Recent technology, development in approaches, methods and appropriate materials for teaching general science are explored. Emphasis is on a laboratory approach to teaching science and on laboratory skills through laboratory activities. Prerequisites: ED221, SE350 or permission by Director of Secondary Education, or instructor.

**3 credit hours.**

### **SE355 Teaching Mathematics in the Secondary School**

#### *Spring Semester*

Preparation for, and practice in, teaching mathematics in the secondary school. Course content deals with recent techniques, developments in approaches and methods and materials for teaching mathematics. Prerequisites: ED221, SE350 or permission of Director of Secondary Education, or instructor.

**3 credit hours.**

**SE360 Teaching Reading and Writing in the Content Areas***Fall-Spring Semesters*

Introduction to strategies and techniques which secondary teachers use to help students understand and appreciate textual information. Since students at the high school level frequently require guidance as they attempt to learn and act upon new information, content area teachers have an important role in providing such guidance. Thus, this course prepares future secondary teachers with a wealth of student strategies to be used before, during, and after reading assignments.

**3 credit hours.**

**SPECIAL EDUCATION****SPE100 Assistive Devices and Technology (K-12)***Fall Semester*

This course focuses on the variety of assistive devices and technology available for special students, in terms of what they are, how they facilitate learning, how to have access to them, etc. Included are computer software programs in content areas that facilitate learning in special students. four (4) Special Education Observation/Participation credits are provided within this course. Prerequisite: PSY100 or PSY150.

**1 credit hour.**

**SPE101 Attention Deficit/Hyperactivity Disorder (K-12)***Fall Semester*

This course will provide students with the empathy, understanding, diagnostic techniques, and strategies to facilitate special students towards positive academic achievement. Students will participate in a 4-hour participation to observe and work with special students who have attention deficit with or without hyperactivity deficits. Four (4) Special Education Observation/Participation credits are provided within this class. Prerequisite: PSY100 or PSY150.

**1 credit hour.**

**SPE200 Pervasive Developmental Disorders/Autism (K-12)***Spring Semester*

This course focuses on an in depth study of students with pervasive developmental delays and autism. Identification, classroom accommodations, assessments, and behavioral plans will be discussed for both self-contained and inclusion classrooms. If school systems will permit, students in the course will take part in a 4-hour participation to observe and work with students with pervasive developmental delays and autism. Four (4) Special Education Observation/Participation credits are provided within this class. Prerequisite: PSY100 or PSY150.

**1 credit hour.**

**SPE201 Gifted (K-12)***Spring Semester*

This course focuses on the identification and characteristics of students who are gifted, selected models of instruction, and in-class strategies appropriate for these individuals. The emphasis will be on instructional procedures which enhance and encourage the intellectual development, critical and divergent thinking skills, and higher order cognitive abilities of gifted students. Methodology will include identification strategies, formal and informal assessment procedures, and learning activities in all content areas. Four (4) Special Education O/P credits are provided within this course. Prerequisite: PSY100 or PSY150.

**1 credit hour.**

**SPE300 The Inclusion Classroom (K-12)***Spring Semester*

This course will introduce students to the inclusion regular classroom. Students will learn and present the models of co-teaching, and consultation; curriculum and instructional accommodations; and working with families. Students will take part in a 4-hour participation to observe and work with special students in regular inclusion classrooms. Four (4) Special Education O/P credits are provided within this class. Prerequisite: PSY100 or PSY150.

**1 credit hour.**

**SPE301 Literacy Through the Arts (K-12)***Spring Semester*

The course prepares teachers to create a thematic arts program that generates language development in students with dyslexia, dysgraphia, and other language disabilities. These sessions will provide knowledge of dyslexia, dysgraphia, and language disabilities, and teaching models. Language and reading will be facilitated through painting, music, dance, storytelling, sculpture, papier mache, and drama. Students will take part in a 4-hour participation to observe and work with special students to develop literacy through the arts. Four (4) Special Education O/P credits are provided within this class. Prerequisites: PSY100 or PSY150.

**1 credit hour.**

**SPE336, SPE337 Teaching Learning Disabled Students (K-6)/(7-12)**

*Fall-Spring Semester*

Preparation for and practice in teaching students who are learning disabled. Potential teachers are provided the essential content knowledge, understanding, techniques, approaches, technology and materials needed. The course will focus on identification of learning disabled students and specific teaching methodology, including whole language and process learning approaches that generate the

development of fundamental and higher-order thinking, writing, and learning skills in all subject matter. Included are authentic contexts for learning, e.g., children's or tradebook literature, multisensory learning, and authentic evaluation. Prerequisite: PSY100 or PSY150.

**3 credit hours.**

**SPE340 Counseling in Special Education (K-12)**

*Fall Semester*

A study of theory and skills associated with individual decision making and problem solving in difficult communication of behavioral situations in the education of exceptional students. Prerequisite: PSY100 or PSY150.

**3 credit hours.**

**SPE401 Special Education Laboratory Experience**

*Summer Semester*

This laboratory experience is designed to promote recognition, understanding, and effective interventions for children with learning disabilities and other special needs in literacy skills and other subject content. Teacher candidates will teach children in a summer program under close supervision while acquiring skills through hands-on experiences. Prerequisite: SPE301.

**2 credit hours.**

## ENGINEERING

### REQUIRED COURSES

**EPADS (Engineering Practice and Design Studio)**

EPADS is a two-course sequence at the freshman level designed to accomplish the following objectives: (1) orient students to what engineers do and "how they think"; (2) develop basic skills in the use of computers, hand tools and machines; (3) improve the oral and written communication skills of students; (4) build confidence in working with others, i.e. teamwork; and (5) expose students to the creative art of design. The two EPADS courses are described below.

**EGR100 EPADS I**

*Fall Semester*

EPADS I introduces students to the visual language of engineering graphics, and to the manufacturing environment where that language is translated into hardware. Through the use of both manual and CAD techniques, students study graphical methods for communicating design ideas such as solid modeling, orthographic and isometric projections, sectioning, dimensioning, and assembly drawings. Also introduced is the spreadsheet method for computation. In the

machine shop, students practice a variety of manufacturing processes such as welding, brazing, turning, milling, and grinding.

**2 credit hours.**

### **EGR102 EPADS II**

#### *Spring Semester*

Students in EPADS II create engineering teams and undertake a substantial design project in order to learn the design process through direct experience. Students learn about project specifications (customer needs), creative idea formation, conceptual design, analysis, detailed design, documentation, manufacturing, and testing. Throughout the project, students practice skills for written, oral and graphical communication with their teammates and with the project customer. Prerequisite: EGR100.

**2 credit hours.**

### **EGR146 Engineering Graphics**

#### *Fall Semester*

This is a first course in engineering communication using graphics. It is intended primarily for students majoring in engineering management. Graphic solutions of problems utilizing the principles of orthographic projection are presented. Topics include multi-view, isometric, and auxiliary projection, sectioning, and the principles of dimensioning.

**2 credit hours.**

### **EGR244 Introduction to CAD**

#### *Spring Semester*

This course is designed to give the student a basic understanding of CAD terminology, its hardware and software. It is intended primarily for students majoring in engineering management. The course includes the creation of geometric computer designs and manipulations of geometric components as well as addition of text and computer dimensions. Computer drawings will also be generated.

**3 credit hours.**

### **EGR250 Engineering Analysis I**

#### *Summer Semester*

This course has two objectives. The first is to complement and enlarge upon the mathematical principles presented in the Calculus series. The

second is to provide mathematical support for the material begin presented in the accompanying course in Statics. Topics include modeling of simple physical systems using linear equations, principles and applications in linear algebra including matrices, determinants, eigenvalues and eigenvectors, and an introduction to complex numbers. Prerequisite: MAT172.

**3 credit hours**

### **EGR256 (EGR255) Computer Applications for Engineers**

#### *Fall Semester*

This course introduces the student to the fundamental concepts and techniques in algorithm development and computer programming useful to student and practicing engineers alike. Students learn to apply a high-level programming language such as C++ or VisualBasic to solve common (albeit basic) problems encountered by engineers. Problems are taken from a variety of engineering areas including statics, dynamics, controls, systems, fluid mechanics, heat transfer and electromagnetism. Prerequisite: EGR101.

**2 credit hours.**

### **EGR290 Engineering Career Training Preparation**

#### *Spring Semester*

This is a one-credit-hour seminar intended to prepare students for their first co-op work assignment. Throughout the semester, several industrial field trips are made to meet with York College co-op students who give tours and presentations of their engineering experiences. Senior engineering students who have finished their three co-op terms are invited to present and discuss their experiences in a formal panel discussion. Guest speakers from industry, including an engineering co-op mentor and human resource manager, are invited to discuss topics related to the real world of engineering work. Exercises include role playing and situation ethics.

**1 credit hour.**

### **EGR305 Statistical Design and Process Control**

#### *Fall Semester*

This course involves the use of statistical methods for improving the design of products and processes, for determining the capability of processes to meet product design requirements, and for controlling processes to assure product quality. Topics include: random variation, induction and deduction; probability and statistics related to sampling distributions; hypothesis testing; one-, two-, and three-way analysis of variance; full and fractional factorial design of experiments; Taguchi designs; response surfaces; evolutionary operations (EVOP); statistical process control; and process capability analysis. Lectures are supplemented with statistical experiments and team activities that are related to statistical design.

**3 credit hours.**

**EGR352 (EGR315) Engineering Analysis II**  
*Fall Semester*

Engineering Analysis II is a basic engineering course in applied mathematics. The course introduces the student to the methods of obtaining and solving partial differential equations related to boundary value problems with particular emphasis on industrial and environmental applications. The course includes the solution of partial differential equations using both analytical and numerical methods. Topics include a review of series solutions of differential equations, Fourier analysis, elliptic, parabolic hyperbolic equation types, and the use of numerical methods to solve ordinary and partial differential equations. Applications include problems in fluid flow, elasticity, heat conduction, electromagnetic theory, acoustics and environmental pollution. Prerequisite: MAT271 and MAT272.

**3 credit hours.**

**EGR400 Senior Design I**  
*Spring Semester*

Engineering seniors, operating in design teams, apply principles of the design process to create a product or process to meet the needs of a customer. Projects may originate in industry, as a contest sponsored by a professional society, or in other venues. The design team, with the guidance of a faculty advisor, must plan, direct, conduct, and effectively communicate the results of the design

effort through a professional engineering report and oral presentation. The design project will include material within and beyond the curriculum as well as technical and non-technical considerations. Design projects often result in a deliverable prototype. Prerequisite: ME380.

**3 credit hours.**

**EGR402 (EGR401) Senior Design II**  
*Summer Semester*

This course is a continuation of EGR400.

**3 credit hours.**

**EGR491 Engineering Cooperative Work Experience (Co-op I)**

*Summer Semester*

Co-op is a graduation requirement for all engineering students. The student spends a total of three semester terms plus interim periods (52 to 55 weeks total) employed in an industrial organization or enterprise performing engineering-related work. Beginning with the summer term after the student's sophomore year, he or she alternates work semesters with academic semesters until the spring semester of the senior year. Co-op employment is coordinated and monitored by the participating faculty member and the industrial mentor. Co-op reports are approved and signed by all three parties.

**2 credit hours.**

**EGR492 Engineering Cooperative Work Experience (Co-op II)**

*Spring Semester*

See description for EGR491.

**2 credit hours.**

**EGR493 Engineering Cooperative Work Experience (Co-op III)**

*Fall Semester*

See description for EGR491.

**2 credit hours.**

**MECHANICAL ENGINEERING**

**ME250 (EGR251) Statics**

*Fall and Summer Semesters*

The course emphasizes the proper utilization of vector algebra and free body diagrams to solve

problems in engineering statics. Vectors are used to describe the action of forces and moments acting on particles (point masses) and rigid bodies, which are fixed in space or undergoing uniform motion. The course begins with a description of how the topic of Statics fits into the broad picture of the engineering curriculum, and more particularly, the area known as Engineering Mechanics. The course then moves into six major areas of study: (i) vector algebra of forces and moments, (ii) free body diagrams and equilibria of particles and rigid bodies, (iii) centroids and centers of gravity, (iv) internal forces in trusses and frames, (v) friction and applications to machines, and (vi) moments of inertia. The course includes a team project involving the design, build and test (to failure) of a load-supporting structure subject to a given set of design constraints. Prerequisites: MAT172 and PHY160.

**3 credit hours.**

### **ME252 (EGR252) Dynamics and Vibration** *Spring Semester*

The course emphasizes the proper utilization of vector algebra and free body diagrams to solve problems in engineering dynamics. Vectors are used to describe the action of forces and moments acting on particles (point masses) and rigid bodies and to determine their resulting motion. The course begins with a description of how the topic of Dynamics and Vibration fits into the broad picture of the engineering curriculum, and more particularly, the area known as Engineering Mechanics. The course then moves into five major areas of study: (i) dynamics of a particle, (ii) dynamics of particle systems, (iii) planar kinematics of rigid bodies, (iv) planar kinetics of rigid bodies, and (v) vibrations of a particle. The course includes laboratory work and a team project in which the students use computer modeling to design, analyze, build and test a dynamical system, the operation of which must meet a set of desired specifications. A written project report is required and evaluated. Prerequisites: ME250.

**4 credit hours.**

### **ME260 (EGR263) Materials Science** *Fall Semester*

This course investigates the relationships that exist between the microstructure (atomic arrangements, crystal structure, defect distribution, phase composition) of engineering materials and their physical (mechanical, electrical, optical) properties. Each class of materials—metals, ceramics, semiconductors, polymers—is discussed in this context. Topics include atomic structure and packing, crystallography, defects and dislocations, phase equilibria and the kinetics of solid-state reactions, alloys, ceramics and glasses, polymers, composites, corrosion, and the selection of engineering materials for specific applications. Prerequisites: CHM134.

**4 credit hours.**

### **ME253 (EGR264) Strength of Materials** *Spring Semester*

The primary objective of this course is to provide the engineering student with the means of analyzing and designing various machines and load-bearing structures. Students begin by studying the basic concepts of loads, displacements, stress, strain and deformations in solids. From there, topics of study include the laws of elasticity, properties of engineering materials, the analysis and design of bar-type members subject to axial loading, torsion, bending, shear and combined loading, the principle of superposition, pressure vessels, plane stress, plane strain, instability, and buckling. Euler's column theory, and energy methods. Prerequisite: ME250.

**3 credit hours.**

### **ME265 (EGR270) Materials and Solids** *Spring Semester*

This laboratory is divided into two parts. In the first part, seven short projects are used to familiarize the student with the mechanical behavior of engineering materials. These projects deal with the tensile, torsional, bending and impact properties of materials; strain gages; LVDT; vibrations; and the instrumentation used to measure these

properties. In the second part, students design, construct, and perform an independent team project. Oral reports are given in seminars. Prerequisites: ME260. Corequisite: ME264 and ME252.

**1 credit hour.**

### **ME280 (EGR280) Electrical Circuits**

#### *Spring Semester*

This course covers topics in AC and DC linear circuit analysis including Kirchoff's Laws, voltage and current division, nodal and mesh analyses, superposition, equivalent circuits and power, and the role of circuit components such as dependent and independent sources, operational amplifiers, resistors, capacitors, and inductors. Steady-state AC circuit topics such as phasors, impedance, frequency response, filtering, damping, resonance, power, and three-phase circuits are covered. The transient responses of 1st- and 2nd-order systems are examined. Basic safety issues are discussed as well. If time permits, an introduction to electronics will be presented including diodes and transistors. Prerequisites: PHY260. Corequisite: MAT272.

**3 credit hours.**

### **ME281 (EGR282) Electronic Measurement and Signal Processing**

#### *Spring Semester*

This laboratory course accompanies Electric Circuits (ME280). It introduces the student to basic electric circuit components, electronic instrumentation, and fundamentals of measurement (calibration, transduction, signal processing, and data acquisition, reduction and analysis) through a sequence of laboratory experiments. The laboratory sessions will require students to build low-current amplifiers, low-pass, high-pass and band-pass filters from basic electronic components and use them in conjunction with transducers and a computerized data acquisition system to perform measurements of static and dynamic quantities. Corequisite: ME280.

**1 credit hour.**

### **ME320 (EGR325) Thermodynamics**

#### *Spring Semester*

This course has two primary objectives. The first is to demonstrate how solids, liquids, and gases are characterized in engineering processes. The second is to develop and apply the fundamental laws that govern engineering processes involving energy transfer, heat, and work. The course begins by examining the properties needed to describe solids, liquids, and gases. Next, the concepts of work, heat transfer, and energy are introduced. These concepts then lead to the development of the fundamental laws used for analysis of thermodynamic systems including conservation of mass, energy, and entropy. The course concludes by applying these fundamental laws to study several important thermodynamic devices including power plants, internal combustion engines, air conditioning/refrigeration systems, and heat pumps. Prerequisite: MAT172.

**4 credit hours.**

### **ME340 (EGR340) Mechatronics**

#### *Fall Semester*

This course introduces the student to the basic components and principles of electro-mechanical systems such as actuators (e.g. DC motors, AC motors, stepper motors, pneumatic drives, hydraulic drives), kinematic devices, analog and digital electronic devices (e.g. amplifiers, filters, A/D converters, D/A converters, microprocessors), digital logic, sensors (e.g. transducers of temperature, strain, pressure, acceleration, velocity, displacement); and data acquisition and signal processing principles (e.g. calibration, sampling, aliasing, resolution, spectral analysis, filtering, static and dynamic measurement characteristics). The course objective is to provide a broad introduction to the essential aspects of electromechanical systems so that the student may successfully design and build a rudimentary electro mechanical device that incorporates many or all of the aspects discussed. Analog and digital control principles will be introduced only as needed to complete the design projects. Prerequisites: ME280 and ME281.

**4 credit hours.**

### **ME360 (EGR360) Fluid Mechanics**

#### *Summer Semester*

This course serves as an introduction to fluid mechanics. In previous courses the basic laws for solids have been developed and implemented. The intent of this course is to formulate and apply analogous laws for fluids. The initial portion of the class focuses on defining a fluid and its properties. This is followed by an analysis of fluids at rest (hydrostatics) and the forces they impart on mechanical objects such as dams. The final portion of the class covers fluids in motion. A variety of analysis techniques are covered. These methods include control volume analysis, differential analysis, and dimensional analysis. Once developed, these analysis techniques are used to investigate a range of fluid dynamics problems such as the flow within piping systems, external aerodynamic drag forces, and the selection, operation and performance of pumps. Prerequisites: MAT272, ME250, ME320.

**3 credit hours.**

### **ME361 (EGR370) Thermo/Fluids Experiments**

#### *Summer Semester*

The main intent of this course is to supplement and enhance the material taught in Thermodynamics (ME320) and Fluid Mechanics (ME360) via hands-on laboratory experiments. Additionally, this course is designed to (1) provide experience with the setup, calibration, and execution of experiments; (2) demonstrate the important aspects of data analysis and evaluation; and, (3) give experience designing and conducting experiments. The course is split into three parts. In the first part students conduct eight experiments designed to demonstrate thermo-fluid principles. A wide range of state-of-the-art laboratory facilities are available for these experiments. In the second part, students, working in teams, are required to design, construct, and execute an experiment of their own. In the final part of the course, students conduct an experiment at a corporate test lab. This experience allows students to see how experimental procedures are performed in an industrial setting. Corequisite: ME360.

**1 credit hour.**

### **ME380 (EGR380) Machine Design**

#### *Summer Semester*

Students in Machine Design investigate theories of failure of machine components, and thus learn to analyze and design components to predict and avoid failure. Students will investigate static loading, fatigue loading, surface loading, and their associated modes of failure. Specific component types, such as fasteners, springs, bearings, gears, brakes and shafts will be covered. Prerequisites: ME252 and ME264.

**4 credit hours**

### **ME390 (EGR420) Computer Control of Machines and Processes**

#### *Spring Semester*

This course introduces fundamentals of feedback control of dynamic physical systems with a focus on discrete models of physical systems as one-, two-, and multi-degree of freedom systems. The resulting difference equations are represented in block diagrams and signal-flow graphs comprised of integrators, differentiators, and amplifiers. Open- and closed-loop transfer functions and their relation to system response are also introduced. Attention is given to issues of sample-period selection, stability, and discrete controller design. First- and second-order continuous system responses are studied. Laplace transform methods are used to generate the frequency response of continuous systems. Frequency domain methods such as root locus, phase margin, and gain margin are introduced as tools for the design of continuous controllers. As time permits, state-space methods and z-transforms are also introduced. Laboratory and team project work focuses on issues of implementation of computer control. Prerequisites: ME252 and ME340.

**4 credit hours.**

### **ME410 (EGR410) Heat Transfer**

#### *Spring Semester*

This course examines the fundamental modes by which heat is transferred, namely conduction, convection, and radiation. The theory behind each of these heat transfer modes is presented and



then applied to the design and analysis of practical engineering problems and devices. Emphasis is placed on design and open-ended problem solving using analytical, empirical, and computational solution techniques. Prerequisites: EGR352, ME320, and ME360.

**3 credit hours.**

**ME411 (EGR411) Thermal System Design**  
*Spring Semester*

The primary objective of this course is to provide design experience in problems involving thermal systems. In this course students, working in groups, apply the principles developed in thermodynamics, fluid mechanics, and heat transfer to the solution of open-ended, client-based design problems. Deliverables include periodic design reports, formal design reviews, and a working prototype. Corequisite: ME410.

**2 credit hours.**

**ME420 (EGR425) Advanced  
Thermodynamics**

In this course the fundamental laws developed in ME320 (Thermodynamics) will be used to study, analyze, and design practical engineering devices. The course will focus primarily on power plants, heating and air conditioning systems, and internal combustion engines. To support analysis of these devices, new topics in the areas of combustion, air-water vapor mixtures, and advanced engineering cycles will be introduced. If time permits, an introduction to the behavior of substances at high velocities (near or above the speed of sound) will also be covered. Prerequisite: ME320.

**3 credit hours.**

**ME422 (EGR422) Robotics**

There are four major areas in the field of robotics: mechanical manipulation, locomotion, computer vision and artificial intelligence. This course covers the first of these areas—the mechanics and control of robotic mechanical manipulation. Topics include spatial descriptions and transformations, manipulator forward/inverse kinematics and dynamics, position and force control, and trajec-

tory generation. Commercial multi-body dynamics software DADS (Dynamic Analysis and Design System) will be used for robot virtual prototyping analysis. Projects using DADS will be assigned throughout the term. Prerequisite: ME380 and ME390.

**3 credit hours.**

**ME440 (EGR480) Mechanics of Machinery**

In this course students learn to design machinery to produce specific mechanical motions, velocities, and other operations, through the study of kinematics. Specific topics in kinematics include linkage synthesis, position, velocity and acceleration analysis, and cam design. Prerequisite: ME252.

**3 credit hours.**

**ME450 (EGR450) Finite Element Analysis**

The finite element method is a numerical procedure for solving problems in continuum mechanics with an accuracy acceptable to engineers. Problems in stress analysis, heat transfer, fluid flow, electric fields and other areas can be solved by finite element analysis. This course emphasizes stress analysis and structural mechanics although problems from other fields mentioned above may be treated throughout the course. Topics include one- and two-dimensional finite elements, beam and frame finite elements, variational principles, the Galerkin approximation, and partial differentiation equations. Selected topics in finite element analysis including initial value problems, eigenvalue problems, three-dimensional finite elements, and element continuity will be treated. Prerequisite: ME264 and EGR352.

**3 credit hours.**

**ME452 (EGR452) Advanced Dynamics and  
Vibration**

This course considers advanced topics in dynamics and vibration. Topics include three-dimensional dynamics, Lagrange's equations, exact and approximate numerical methods applied to multiple-degree-of-freedom systems, continuous systems, modal analysis, and random and nonlinear vibrations. Prerequisite: ME252 and EGR352.

**3 credit hours.**

**ME464 (EGR464) Advanced Mechanics of Materials**

This course treats the theory of elasticity with applications. Topics include theories of stress and strain, failure criteria, plane theory of elasticity, application of energy methods, curved beams and flat plates, stress concentration and contact stresses. The course concludes with an introduction to finite element methods. Prerequisite: ME264.

**3 credit hours.**

**ME470 (EGR470) Special Topics in Mechanical Engineering**

The subject matter of Special Topics courses depends upon the needs and/or interests of a minimum number of students. These courses are normally restricted to upper-level engineering majors

and offered when staff interests and availability make it practicable to do so.

**3 credit hours.**

**ME480 (EGR481) Independent Study**

This course enables a student to carry out research or in-depth study in a specialized area of mechanical engineering. While the student conducts his/her work under the guidance of a faculty member whom he/she chooses, there may or may not be regular class meetings. Effective independent study is characterized by a reduction in formal instruction by faculty and an increase in student initiative and responsibility or his/her own process of learning.

**ME482 (EGR483) Independent Study**

See description for ME480.

**ENGLISH****E100 Fundamentals of English*****Fall-Spring Semesters***

A course emphasizing the fundamentals of English usage, spelling, punctuation, sentence construction, and paragraph and essay writing. Enrollment is at the discretion of the Department. May not be used to fulfill English core requirement, and credits earned will not count towards graduation. Students must receive a grade of "2" or better in E100 before enrolling in E101. Students who have successfully completed E101 and/or E102 may not enroll in E100.

**3 credit hours.**

**E101 English Composition****E200 Writing About Literature*****Fall-Spring Semesters***

A two-semester sequence of instruction in writing strategies essential to all college students and to all careers. E101 includes instruction in exposition, analysis, argument, research techniques and styles. E200 develops and refines these skills by using literature as a source for student writing. Students must receive a grade of "2" or better in E101 before enrolling in E200. Students are re-

quired to complete the E101-E200 sequence within the first 45 credits.

**3 credit hours each semester.**

**E160 Introduction to Literature*****Fall-Spring Semesters***

Readings and discussions of stories, poems, and plays traditional and contemporary. Designed especially for the non-English major. Open to entering Freshman.

**3 credit hours. Satisfies ADR I.**

**E203 African-American Literature*****Spring Semester***

An introduction to representative writings by Black American authors, including those associated with the Harlem Renaissance.

**3 credit hours.**

**E205 Text Performance*****Fall-Spring Semesters***

Analysis, performance reading, and critical response of works of literary art.

**3 credit hours.**

**E220 Communication and Report Writing**

An intermediate writing and communication course emphasizing skills commonly needed in business

and industry, government and public service, criminal justice, health records, human services, public relations, and other professions. Topics include adapting these skills to workplace contexts, strengthening competencies in planning, editing, and audience assessment, and developing these abilities through memoranda, letters, employment-related communications, proposals, reports, and other applications. Prerequisites: E101-E200.

**3 credit hours.**

## **E222 Technical Writing**

### *Spring Semester*

Directed practice in writing accurate, precise, clear factual prose designed to convey information that others need, such as mechanism descriptions, process analyses, instruction sheets, reports, abstracts, proposals, and articles. Students will also learn how to use graphics. Prerequisites: E101-E200.

**3 credit hours.**

## **E225 Interdisciplinary Writing**

A course providing an opportunity to experiment with different genres of writing. Readings from across the disciplines form an important foundation for this course, based on the premise that students who “read well, write well.” The course is intended for both majors and non-majors. Prerequisites: E101 and E200 or equivalent.

**3 credit hours.**

## **E254 Introduction to Theatre**

### *Fall-Spring Semesters*

An introduction to the origin and development of theatre. The student acquires familiarity with the skills of playwriting, producing, directing, acting, and designing.

**3 credit hours. Satisfies ADR I.**

## **E256 History of the English Language**

### *Spring Semester*

A study of the development of the English language from its Indo-European roots to Modern English.

**3 credit hours.**

## **E258 Stagecraft**

### *Fall Semester (odd numbered years)*

An exploration of scene design, stage lighting, costuming, make-up, and theatre architecture. Students create working drawings, light and costume plots, models, and watercolor renderings and participate in producing a show.

**3 credit hours.**

## **E262 Acting**

### *Spring Semester*

Instruction and practice in physical and vocal expressive techniques and textual analysis. The student is eventually expected to synthesize understanding and expressiveness in performance.

**3 credit hours.**

## **E271 Journalism**

### *Fall Semester*

An introduction to the theory and practice of obtaining, preparing, and editing news stories and to some of the considerations involved in publishing a newspaper. Work in the classroom may be supplemented by laboratory work in preparing the College newspaper.

**3 credit hours.**

## **E281 American Literature to 1885**

### *Fall Semester*

A survey course of writings by American authors from colonial times to 1885, selected from Bradford, Bradstreet, Rowlandson, Franklin, Emerson, Thoreau, Poe, Hawthorne, Melville, Whitman and their contemporaries.

**3 credit hours. Satisfies ADR I.**

## **E282 American Literature after 1885**

### *Spring Semester*

A survey of writings by American authors from 1885 to the present, selected from Twain, James, Chopin, Frost, Faulkner, Hemingway, Wright, Ginsberg, Walker, and their contemporaries.

**3 credit hours. Satisfies ADR I.**

## **E283 British Literature to 1750**

### *Fall Semester*

The examination in some detail of a select number of masterpieces from Beowulf to the poetry of John Milton—works which form the foundation of a significant literary heritage for the English-speaking world.

**3 credit hours. Satisfies ADR I.**

**E284 British Literature after 1750***Spring Semester*

The examination in some detail of a select number of masterpieces from late eighteenth century, nineteenth century, and twentieth century British literature.

3 credit hours. Satisfies ADR I.

**E285 European Literature to 1600***Spring Semester*

A study of masterpieces of Greek and Roman classics, medieval literature, and Renaissance literature.

3 credit hours. Satisfies ADR I.

**E286 European Literature Since 1600***Fall Semester*

A study of masterpieces of European literature since the Renaissance.

3 credit hours. Satisfies ADR I.

**E291 The Short Story***Spring Semester*

An opportunity to read European and American short fiction from the time of Homer to the present, in order to see the development of the short story as a genre, as well as to develop valid critical judgments and intensive reading skills.

3 credit hours. Satisfies ADR I.

**E310 Creative Writing***Spring Semester*

A writing seminar for students interested in developing their imaginative writing powers.

3 credit hours.

**E315 Advanced Composition***Fall Semester*

Instruction and practice aimed at helping students to further develop their expository writing skills, to examine their writing processes, and to critique their own and others' papers.

3 credit hours.

**E316 Introduction to Film***Spring Semester*

A survey of the history of film as a communicative and artistic medium, including its technological, industrial, social, and aesthetic dimensions. Students view and analyze films important to the

history of the medium including early as well as recent American and foreign films.

1 class period.

3 hours film viewing.

3 credit hours. Satisfies ADR I.

**E320 Introduction to Linguistics***Spring Semester*

An introduction to the analysis, description, and use of human language. Grammar is reviewed, focusing on the application to teaching English. Other topics include psycholinguistics, sociolinguistics, and American dialects.

3 credit hours.

**E323 Shakespeare I***Fall Semester*

A survey of Shakespeare's achievement in several dramatic genres with emphasis on the comedies and histories.

3 credit hours. Satisfies ADR I.

**E324 Shakespeare II***Spring Semester*

A survey of Shakespeare's achievement in several dramatic genres and the sonnets with emphasis on the tragedies.

3 credit hours. Satisfies ADR I.

**E341 The Comic Tradition***Fall Semester*

The study of some masterpieces of comic writing, from Aristophanes to Woody Allen.

3 credit hours. Satisfies ADR I.

**E342 Popular Literature***Spring Semester*

A critical examination of magazine fiction, "best sellers," and other selections which have met with wide acceptance by the general reading public. Typical categories include historical romance, the mystery, science-fiction, and new journalism. Most (but not necessarily all) works are by twentieth-century American writers.

3 credit hours. Satisfies ADR I.

**E343 The Experience of Poetry***Fall Semester*

An introduction to the forms and techniques of

the poet's craft, with emphasis on the pleasure and insights gained from careful reading of a wide range of good poetry.

**3 credit hours. Satisfies ADR I.**

### **E344 Love and Sex in Literature**

#### *Spring Semester*

A thematic and historical study of the claims of love, sexuality, and gender as inspiration for and subject of imaginative literature.

**3 credit hours. Satisfies ADR I.**

### **E346 Literature and Society**

#### *Spring Semester*

A study of how social problems, social attitudes, and social panaceas are depicted in literature. Selections studied include recent works as well as those from earlier periods.

**3 credit hours.**

### **E347 Literature and Psychology**

#### *Fall Semester*

The study of literature as a conscious and unconscious search to understand patterns in human behavior. The student is invited to reflect upon a variety of stories in a variety of forms, old and new, for children and for adults.

**3 credit hours. Satisfies ADR I.**

### **E350, E351, E352, E353 Theatre Practicum**

#### *Fall-Spring Semesters*

Hands-on experience in set construction, light control, costume and prop creation, publicity, box office management, and performance.

**1 credit hour per semester, up to 4.**

### **E354 History of Theater**

#### *Fall Semester (even numbered years)*

A study of selected play scripts from the classic repertory, with emphasis on past and present dramaturgy and production practices. Prerequisite: E254 or permission of the instructor.

**3 credit hours. Satisfies ADR I.**

### **E355 Advanced Acting**

#### *Fall Semester (alternate years)*

Exploration and practice in the techniques of acting in plays from the classic repertory (Ancient Greece, Elizabethan-Jacobean England, 17th-cen-

tury France—including Commedia dell'Arte). Emphasis will be on stylized voice, stylized movement, text analysis, and interpretation in performance. Prerequisite: E262 or permission of instructor.

**3 credit hours.**

### **E362 Special Topics in Film History and Analysis**

Comprehensive study of selected topics in the history, theory, and critical analysis of film. The specific topic may be suggested by either faculty or student interest. These courses may be repeated for different topics. Recommended but not required prerequisite, E316, Introduction to Film.

**3 credit hours. Satisfies ADR I.**

### **E370 Special Topics in Creative Writing**

A writing seminar for advanced students who wish to concentrate on specific genres and forms. The topic of this course may be suggested by faculty members or by students. In a given semester, this course might emphasize prose fiction; another semester could emphasize script-writing or non-fiction prose. This course may be repeated for different topics. Prerequisite: E310 or permission of instructor.

**3 credit hours.**

### **E389 Major Authors and Literary Traditions**

Thorough study of single major author (such as Milton), a genre (like the literature of terror), a tradition (such as Nationalism), or literary theory. The specific theme of these courses may be suggested either by faculty members or by students. These courses may be repeated for different topics.

**3 credit hours. Satisfies ADR I.**

### **E401 English Seminar**

#### *Fall Semester*

Directed research and writing under close supervision. Required for all English majors. Open to other students only with permission of the professor. Prerequisite: The completion of 50 credit hours.

**3 credit hours.**

### **E416 Modern Drama**

#### *Fall Semester (even numbered years)*

A study of representative plays by major American and European playwrights from Ibsen to the present.

**3 credit hours. Satisfies ADR I.**

**E450, E451 Communications Internship**

Planned and supervised work experience in oral or written communications at selected cooperating firms or organizations. Supplementary training conference, reports, and appraisals. Prerequisite: junior or senior standing, and departmental approval of each student participant's individual program.

**2 to 6 hours (depending upon the length and scope of each program).**

**E498, E499 Independent Study**

An opportunity for the student who wishes to undertake a well-defined research project. While the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**1–3 credit hours.**

## FINANCE

**FIN300 Managerial Finance I***Fall-Spring Semesters*

This course serves as an introduction to managerial finance and is required of all business majors. Students learn the basics of time value of money, financial statement analysis, the cost of capital, and capital budgeting. Other major topics include a discussion of the various types of financial assets and security markets, an introduction to risk and expected return analysis, and an application of time value principles to price financial assets. Students will also be introduced to the foreign exchange market and how exchange rates effect the decision-making process of corporate financial managers. Prerequisites: ECO201 Principles of Microeconomics, two accounting courses, and QBA260 Business Statistics.

**3 credit hours.**

**FIN320 Investments***Fall Semester*

This course is a study of the principles of investment management. Students learn the basics of the risk/expected return tradeoff for the various types of financial assets, including stocks, bonds, options, and futures contracts. A main learning objective is for students to form optimal stock portfolios according to the convention developed by academic scholars. Students use both statistical and financial techniques to measure and evaluate risk. Other major topics include analysis of

mutual funds, stock market efficiency, security analysis, and portfolio evaluation. Prerequisite: FIN300 Managerial Finance I.

**3 credit hours.**

**FIN330 Risk Management and Insurance**

A basic introduction to the fundamentals of life, property and casualty insurance, with emphasis on the various types of risks, contract analysis, and cost.

**3 credit hours.**

**FIN340 Financial Institutions and Markets**

This course provides a study of the major financial institutions and the role that major institutional investors serve in the current financial system. Topics include commercial banks, mutual funds, securities firms, insurance companies and pension funds. Prerequisite: FIN300

**3 credit hours.**

**FIN400 International Finance***Fall Semester*

Study of international aspects of financial transactions. Topics include: risk, expectations, and behavior or exchange rate; currency arrangements and the balance of payments; international capital markets; international money markets; international liquidity and debt crisis. Prerequisites: ECO200, ECO201 and FIN300.

**3 credit hours.**

**FIN410 Managerial Finance II***Spring Semester*

This course serves as the second part of Managerial Finance I and is required of all economics and finance majors. Students use the decision-making tools acquired in Managerial Finance I to study corporate dividend policy, capital structure, share repurchases, stock splits, and security issues. A major portion of the course is a discussion on corporate mergers and acquisitions. Students will also be exposed to options and futures contracts and the various types of financial risk that can be hedged by using these derivative securities. Prerequisite: FIN300.

**3 credit hours.**

## GEOGRAPHY

### **G243 Introduction to Geography**

#### *Fall-Spring Semesters*

Explores the relationship between humans and the natural environment and provides a survey of the major political and cultural regions of the world. Use of maps and atlases.

**3 credit hours. Satisfies ADR II.**

### **G260 Introduction to Cartography**

Introduction to the history and techniques of Cartography. Principles and practice of field survey, photo-interpretation, remote sensing and computer assisted cartography. Use and application of cartographic skills in the various sciences and disciplines. Not open to freshmen.

**3 credit hours.**

### **G341 Geography of North America**

#### *Fall Semester*

A regional study of the United States and Canada emphasizing physical, cultural and economic aspects as well as geographic sub-regions. Emphasis on population patterns, sequent occupancy, and urban-industrial growth. Not open to freshmen.

**3 credit hours. Satisfies ADR II.**

### **G344 Economic Geography**

#### *Spring Semester*

Analysis of world patterns of economic activity and their implications for the global economy. Emphasis is placed on natural resources, population,

### **FIN420 Derivative Securities**

This course serves as an introduction to the rapidly expanding derivatives market. Both hedging and speculating techniques are used to explore the use of options, future contracts, and swaps. Emphasis is placed on trade-off between risk and expected return and the advantage which derivative assets have over other, less risky assets. Prerequisite: FIN300

**3 credit hours.**

food supply, trading patterns, and manufacturing and commercial activities. Not open to freshmen.

**3 credit hours. Satisfies ADR II.**

### **G345 Urban Geography**

#### *Fall Semester*

Systematic study of the location and distribution of urban centers, their interval structure and form, urban land use patterns, and geographical aspects of urban planning with special emphasis on the process of urbanization in North America. Not open to freshmen.

**3 credit hours. Satisfies ADR II.**

### **G346 Introduction to Geographic Information Systems**

#### *Fall Semester*

Introduces students to the process of using geographically registered data to analyze things that exist and events that happen on earth. The analysis integrates data base operations and computer generated maps so as to provide information for the explanation of events, the prediction of outcomes, and strategic planning with application in a wide variety of disciplines such as business, government, biology, criminal justice, and public health.

**3 credit hours.**

### **G350 Survey of Canada**

#### *Spring Semester*

Geographic interpretation of Canada emphasizing

ing physical environment, historical geography, economy, population trends, urbanism, bi-cultural accommodation and relations with the U.S.A. Not open to freshmen.

**3 credit hours. Satisfies ADR II.**

## GERONTOLOGY

### GER315 Social Aspects of Aging

#### *Fall-Spring Semesters*

A study of the traumatic changes in the social environment of the individual brought about by aging. It will include consideration of financial, legal, emotional, social contact and family factors. Prerequisite: SOC100

**3 credit hours.**

### GER320 Working with the Elderly

#### *Fall Semester*

This course will focus on the skills needed to work successfully with older persons. It will emphasize knowing the client, knowing the available support systems, and helping with the decision making process to encourage independence and adequate care.

**3 credit hours.**

### GER330 Final Separation: Death and Grief

#### *Spring Semester*

This course is a brief survey of thanatology with emphasis on the personal meaning of death and helping with the adjustments of separation.

**3 credit hours.**

### GER390, GER391, GER392 Selected Topics in Gerontology

#### *Spring Semester*

A study of a specific topic of interest to gerontol-

**G470, G479 Selected Topics in Geography**  
Various advanced topics in the field of Geography. Prerequisite: G243.

**3 credit hours. Satisfies ADR II.**

ogists, including, but not limited to public policy, abuse issues, and group work with the elderly.

**3 credit hours.**

### GER410 Clinical Aspects of Aging

#### *Fall-Spring Semesters*

A survey of the known physiological changes of the aging process and their psychological consequences. Present research in cellular, immunology, perceptual and neurological changes will be emphasized. Prerequisite: PSY100 or SOC100 or permission of the instructor.

**3 credit hours.**

### GER498, GER499 Gerontology

#### **Independent Study**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**1-3 credit hours each semester.**

## HEALTH INFORMATION MANAGEMENT

### HIM100 Orientation to Health Information Management

#### *Spring Semester*

This course is designed to give the student a basic understanding of the responsibilities, professional relationships, future trends, and career opportu-

nities within the Health Information Management profession.

**1 credit hour.**

### HIM215 Medical Terminology

#### *Fall-Spring Semesters*



This course is an introduction to the specialized language of medicine through the study of Greek and Latin prefixes, suffixes, and root words. Students will develop a familiarity with highly technical and specialized terminology.

**3 credit hours.**

### **HIM305 Health Information Management** *Fall Semester*

This course is designed to integrate the fundamentals of management as related to a health information management department. The managerial functions of planning, organizing, leading, and controlling are related to a health information setting. Techniques introduced include cost-benefit analysis, total quality management, strategic planning and forecasting, organizational assessment and benchmarking, and reengineering.

**4 credit hours.**

### **HIM306 Pathophysiology** *Fall Semester*

A review of basic human physiology and its application to the disease process. The course covers the etiology, pathology, clinical signs, and symptoms as well as treatment and prevention of common inpatient and outpatient diseases and conditions.

**3 credit hours.**

### **HIM310 Professional Practice I** *Fall Semester*

This is a supervised learning experience that enables the student to become aware of the services and clerical functions of the health information management department. The student learns to work with the personnel of the department and is also exposed to the significance of health record. Emphasis is placed on the clerical functions within the health information department.

**60 clinical hours.**

**1 credit hour.**

### **HIM311 Health Classifications and Reimbursement Systems**

#### *Spring Semester*

This course includes the purpose of classifying diseases and procedures and the differences between nomenclatures and classifications. An in-depth

study will be made of the *International Classification of Diseases* and its various modifications. Also included will be the purposes, construction and uses of other classification systems and nomenclatures. In addition, Diagnosis Related Groups (DRGs), case-mix management, and reimbursement systems will be presented.

**3 credit hours.**

### **HIM312 Health Care Delivery Systems** *Spring Semester*

This course provides the student with an understanding of the organization, financing, and delivery of healthcare services. The origins, operations, and future of hospitals and various types of health care facilities, licensure and regulatory requirements, accreditation standards and managed care as well as educational requirements of health-care personnel are discussed.

**3 credit hours.**

### **HIM313 Health Information Science** *Fall Semester*

This course is a comprehensive study of the Health Information Management department and health care record from its inception to completion. Included are origins, uses, content and format of the health record in a health care facility; forms design; quantitative and qualitative analysis; accreditation, certification and licensure standards applicable to health information management. Additional topics include storage and retrieval systems and control techniques, numbering and filing systems; record retention; maintenance of indices and registries; data abstracting and word processing and transcription techniques. Study of methods/formulae for computing health care facility statistics and analysis and evaluation of current computer applications in health information management are also included.

**3 credit hours.**

### **HIM320 Concepts in Pharmacology** *Spring Semester*

An introduction to concepts of pharmacology to provide the student with knowledge of basic pharmacological terminology and concepts, drug categories, mechanisms of drug action, drug

forms, routes of administration, and common generic and proprietary name medications. This knowledge base is then applied clinically to analysis of health information and diagnostic and procedure coding.

**1 credit hour.**

### **HIM325 Legal Concepts of Health Care**

#### *Fall Semester*

This course is designed to provide the student with an introduction to government organizations, including the court system, as the source for law, as well as to teach substantive legal concepts related to health care delivery and administration. The course also concentrates on specific aspects of health records and civil trial procedures.

**3 credit hours.**

### **HIM409 Professional Practice II**

#### *Mini-semester*

This course provides for application of skills learned in previous didactic and clinical coursework and acquisition of competencies in the technical and professional functions of health information management.

**120 clinical hours.**

**2 credit hours.**

### **HIM410 Professional Practice III**

#### *Spring Semester*

This course provides the student experience with health information in alternative healthcare facilities such as extended care facilities, mental health centers and rehab facilities. Other student assignments are structured so that experience is gained in health information practices studied in the classroom. In addition, students will experience health information management practices in the non-healthcare environment such as PROs, health information entrepreneurs and the business setting.

**60 clinical hours.**

**1 credit hour.**

### **HIM411 Management Affiliation**

#### *Spring Semester*

This capstone course is a six-week planned and supervised work experience with a qualified Pro-

fessional Practice site supervisor of an affiliated Health Information Management department for the purpose of gaining experience in health information management.

**4 credit hours.**

### **HIM418 Health Information Management Seminar**

#### *Spring Semester*

This course is designed to focus on the integration of all aspects of the student's health information experience. Students apply principles/practices taught in health information management courses; develop an awareness of current issues in the provision of health care in the US; use professional practices standards; apply professional ethics; explore traditional and non-traditional job opportunities; and set career goals.

**2 credit hours.**

### **HIM419 Alternative Health Information Systems**

#### *Spring Semester*

This course examines health information systems in the alternative healthcare organization. Included is the study of health information management services and practices in ambulatory care settings, extended care facilities, psychiatric institutions, physician offices, home and hospice care programs, and other specialized healthcare facilities outside of the acute care hospital. Licensure, certification, and accreditation requirements are also examined for each facility presented.

**1 credit hour.**

### **HIM421 Current Procedural Terminology (CPT) Coding**

#### *Spring Semester*

This course provides students with an in-depth study of the coding principles of Physician's Current Procedural Terminology (CPT-4). Students will learn to classify procedures and services provided by physicians and other health care providers. The use of CPT in the physician's office, ambulatory surgery and emergency department will be emphasized.

**1 credit hour.**

**HIM425 Healthcare Financial Management**  
*Fall Semester*

This course will give the student a better understanding of the financial environment within which they must operate and the skills to perform effectively as financially responsible middle managers in today's health care organizations. Topics include basic financial accounting principles and practices, financial statement analysis, accounts receivable management, time value of money, capital project analysis, cost concepts, break-even analysis, budgeting, standard costing and product-line costing.

**3 credit hours.**

**HIM426 Organizational Improvement**  
*Fall Semester*

This course is an introduction to the philosophy, purpose, and development of quality improvement programs in health care organizations. It includes principles and techniques of utilization management, performance measurement, risk management, credentialing, continuous quality improvement (CQI), and total quality management (TQM). Also included is interpretation of standards and regulations of accrediting organiza-

tions and regulatory agencies such as the Joint Commission on Accreditation of Healthcare Organizations (JCAHO), Peer Review Organizations (PRO), and the federal government.

**3 credit hours.**

**HIM427 Health Information Systems**  
*Spring Semester*

A study of healthcare information systems, technology, and applications designed for use in healthcare delivery systems. Particular attention is given to the role and responsibilities of the health information manager in systems analysis, design and evaluation of information systems and the interaction of these systems with related Health Information Management functions.

**3 credit hours.**

**HIM498, HIM499 Independent Study**

This course is designed to give the student an opportunity to undertake a well-defined research project or management affiliation of his or her choice. The student would conduct his work with a faculty member.

**1–3 credit hours.**

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**HISTORY****EUROPEAN HISTORY****HI121, HI22 The History of Western Civilization I, II***Fall-Spring Semesters*

A survey of material from prehistory to the present; the civilizations of the Near East and the Mediterranean; medieval history; the Renaissance and Reformation; the expansion of Europe, the French Revolution; the Industrial Revolution; Nationalism in Italy, Germany, and the Balkans; the First World War; post-war Europe, the Second World War, and contemporary history.

**3 credit hours. Satisfies ADR IV.**

**H224 Ancient History (Prehistory to 476)**

A study of the prehistory of man, the origins of civilization in the Near East, the achievements of Greek civilization, and the rise and decline of

Roman power in the Mediterranean with emphasis upon the political, social, economic, and cultural aspects of classical civilization.

**3 credit hours. Satisfies ADR II.**

**H225 Medieval Civilization**

The political, economic, and intellectual evolution of European civilization from the decline of the Roman Empire to the late 14th century.

**3 credit hours. Satisfies ADR II.**

**H226 Renaissance and Reformation (1400–1648)**

The transition from medieval to modern Europe with major emphasis upon significant intellectual, religious, political, and economic changes during these centuries.

**3 credit hours. Satisfies ADR II.**

**H330 History of 20th Century Russia and C.I.S.**

A study of Russia from 1861 to present. Russia on the eve of World War I and 1917 Revolution; collapse of Tsarist Russia and formation of the U.S.S.R.; domestic developments and foreign relations under the Communist regime, prior, during and after World War II; collapse and disintegration of the Soviet Union and formation of the Commonwealth of Independent States.

**3 credit hours. Satisfies ADR V.**

**H332 Eastern and Central Europe**

A survey of the histories of Eastern and Central European nations with special emphasis on the 20th century: socio-economic, political and cultural developments as independent nations after World War I and under Communist rule after World War II; contemporary developments after the collapse of Communism.

**3 credit hours. Satisfies ADR V.**

**H333, H334 History of England**

A survey of the major political, economic and social trends in England from 55 B.C. to the present. The first semester will trace the evolution of the English people and their government from the Roman conquest to the end of the 17th century. The second semester will concentrate on the evolution of a constitutional monarchy and the creation of Empire from the 17th century to the present.

**3 credit hours. Satisfies ADR II.**

**H411 European Intellectual History**

Students in this course will have the opportunity to read, analyze, and discuss the works of some of the greatest thinkers who have influenced the modern age. While the focus will necessarily be on the works themselves, an important objective of the course will be to explore the mutually reinforcing relationship which exists between the world of ideas and the events which surround them.

**3 credit hours. Satisfies ADR II.**

**H427, H428 Modern Europe (1789 to present)**

An analysis of the major political, economic, and social developments in Europe from the French

Revolution. Major topics will include the French Revolution, the Revolutions of 1830 and 1848, the unifications of Germany and Italy, the problems of nationalism, and imperialism in the first semester. The emergence of Communism, World Wars I and II, and the problems of the postwar years will be developed in the second semester.

**3 credit hours. Satisfies ADR II.**

**AMERICAN HISTORY****H221, H222 History of American Civilization I, II*****Fall-Spring Semesters***

An integrated survey of the cultural, social, political and economic development of the United States from 1492 to the present. The first semester (H221) covers the period from the Age of Exploration to the end of the Civil War; the second semester (H222) traces American development from reconstruction to the present. In both courses emphasis will be on the evolution of a distinctive American culture and character.

**3 credit hours each semester.**

**Satisfies ADR IV.**

**H233 Pre-Columbian Civilizations: The Incas*****Spring Semester (odd numbered years)***

This course provides an in-depth examination of the Inca Indian civilization from the year 1000 B.C. to the coming of the Spanish in 1530. Both historical and archaeological records are presented and interpreted. Inca cosmology, subsistence strategies, social structure, intellectual and artistic achievements are examined.

**3 credit hours. Satisfies ADR V.**

**H234 Pre-Columbian Civilizations: The Mayas*****Spring Semester (even numbered years)***

This course provides an in-depth examination of the Mayan Indian civilization from the year 1000 B.C. to the coming of the Spanish in 1520. Both historical and archaeological records are presented and interpreted. Maya cosmology, subsistence

strategies, social structure, intellectual and artistic achievements are examined. Recent research concerning decipherment will be discussed.

**3 credit hours. Satisfies ADR V.**

### **H235 Pre-Columbian Civilizations: The Aztecs**

*Spring (odd numbered years)*

This course provides an in-depth examination of the Aztec Indian civilization from the year 1000 A.D. to the coming of the Spanish in 1520. Both historical and archaeological records are presented and interpreted. Aztec cosmology, subsistence strategies, social structure, intellectual and artistic achievements are examined.

**3 credit hours. Satisfies ADR II.**

### **H245 The American Military Experience**

This course examines the origins and evolution of American military institutions, traditions, and practices from 1775 to the present. It will emphasize military policy, organization, technology, and employment together with their relation to contemporary political, social, and economic developments during the era under study.

**3 credit hours. Satisfies ADR II.**

### **H306 Race and Racism in the Americas**

A historical survey of race and racism in the United States. The course will include historical experience of various minority groups (i.e., Blacks, Indians, Hispanics, Asians, etc.). Discussion will include political, legal, economic, cultural and social aspects of racism.

**3 credit hours. Satisfies ADR II.**

### **H342 Women in the United States: A History**

This course will analyze the history of women in the United States from the colonial period to the present. The course will attempt to understand the impact which political, social, economic, and racial aspects of American history have had on American women, and, conversely, the impact women in the United States have had on developments within these areas.

**3 credit hours. Satisfies ADR II.**

### **H351 American Colonial History (1607–1760)**

Colonial origins of the United States including a study of institutions, values, thought and cultural development prior to the American Revolution. Emphasis is given to the roots of this nation's political, economic, social and constitutional traditions.

**3 credit hours. Satisfies ADR II.**

### **H352 The New American Nation (1760–1815)**

Events, ideas and personalities associated with creation of the American Republic. The focus of the course will be on the creation of the American Constitution and its implementation during the Jeffersonian era.

**3 credit hours. Satisfies ADR II.**

### **H353 The Jacksonian Era (Middle Period, 1816–1846)**

An analysis of the political, economic and social forces which characterized this period in American history. Growing sectional tensions, major personalities and popular culture will be stressed.

**3 credit hours. Satisfies ADR II.**

### **H354 Coming of the Civil War 1846–1861**

This course will examine the conflicting currents in American history between 1846–1861 which led the nation into the Civil War. Particular attention will be focused on the intricate relationships between slavery, racism, economics, and politics.

**3 credit hours. Satisfies ADR II.**

### **H355 Civil War and Reconstruction, 1861–1877**

This course will analyze the political, economic, and military ramifications of the Civil War itself. It will examine also the relationships between politics, economics, and race during the Reconstruction period in order to gain an understanding of both the limits and legacy of that era.

**3 credit hours. Satisfies ADR II.**

### **H356 The Emergence of Modern America, 1877–1914**

A continuation of the American history sequence from the Reconstruction through the Wilson era.

Emphasis on the Civil War legacy, economic growth and its consequences, the Gilded Age, overseas expansion and rise of world power, protest and reform, including the Progressive Movement.

**3 credit hours. Satisfies ADR II.**

### **H357 Twentieth Century American History, 1914–1945**

This course will examine American history from 1914 to 1945, a topsy turvy period, during which time Americans experienced a boom, a bust and two world wars. Among the subjects that the class will examine closely are: the Red Scare, the Scopes Trial, Prohibition, the Great Crash, the New Deal and the homefront during World War II.

**3 credit hours. Satisfies ADR II.**

### **H358 Recent America, 1945–Present**

An intensive examination of U.S. history from 1945 to the present. Emphasis will be placed on the Cold War, the civil rights, women's and anti-war movements of the 1960s, and the economic changes of the 1970s and 1980s.

**3 credit hours. Satisfies ADR II.**

### **H370 American Constitutional Thought** *Spring Semester*

Development of the American constitutional system. Emphasis given to historical perspective, the evolution of the U.S. Constitution and the impact of judicial interpretations and law on a changing American society. *Note:* Credit allowed as either a History or Political Science course.

**3 credit hours.**

### **H429 War and Peace: The American Diplomatic Experience**

An analysis of American diplomacy from the early Republic to the present day with emphasis on the period since World War II. Special attention is directed toward the problems and challenges of contemporary American diplomatic practice.

**3 credit hours.**

### **H441 American Economic History**

A study of the development of the American economy from Colonial times to present with an em-

phasis on the late 19th and 20th centuries, stressing the growth of labor, rise of big business, and the changing role of government in the nation's economy from the Civil War to present.

**3 credit hours. Satisfies ADR II.**

## **HISTORY—THE THIRD WORLD**

### **H227 Colonial History of Latin America**

The history of Latin America begins with its earliest inhabitants. The Aztec, Inca, and Maya civilizations will be examined for their many contributions. Following the conquest, the Spanish and Portuguese empires will be carefully studied for their economics, religion society and daily life. The course concludes with a discussion of independence and the colonial legacy.

**3 credit hours. Satisfies ADR V.**

### **H228 Modern Latin America**

Using the leading survey textbook in its field this course uses an in-depth case study approach to the study of Latin America. Major countries such as Mexico, Brazil, Chile and Argentina are highlighted with themes such as immigration, political leadership and military takeovers. The course concludes with a look at US-Latin American relations including drug trafficking and the rise of democracy.

**3 credit hours. Satisfies ADR V.**

### **H250 American–East Asian Relations**

#### *Fall Semester*

An analysis of significant international events, issues and problems in East Asia, including the role of the U.S. in that region from nineteenth century to the present time. Topics: the U.S. Open Door Policy, the Pacific, Korean and Vietnam Wars, American–Japanese trade, and Sino–American relations. Not open to freshmen.

**3 credit hours. Satisfies ADR V.**

### **H303 History of Africa I**

#### *Fall Semester*

Survey of Africa from the prehistoric period to the colonial era. Emphasis is placed on the development of indigenous states, the early influence of

Europeans, the evolution of the slave trade, and the nineteenth century colonial partition. Not open to freshmen.

**3 credit hours. Satisfies ADR V.**

**H305 History of Africa II**

*Spring Semester*

Study of the historical evolution of independence/liberation movements, decolonization, restoration of African self governance and current crises and transformations in post independence Africa. Not open to freshmen.

**3 credit hours. Satisfies ADR V.**

**ADVANCED HISTORY COURSES**

**H300 Oral History: Techniques and Research**

*Fall Semester*

Oral history is a technique for creating and preserving original information. It is both a research method and a teaching tool. Through informed and empathetic interviewing, we acquire information about families, individuals, and organization. Conducted properly, oral history is a limitless technique for exploring and documenting the variety of human experiences. Local projects have included well known area residents, the paper industry, Holocaust survivors, Vietnam Veterans, the Greek-American Community, and York College.

**3 credit hours.**

**H440 Seminar in History**

*Spring Semester*

Selected topics dealing with research, methodology and philosophy of historical thought. Open to seniors with a concentration in history.

**3 credit hours.**

**H460, H461 History Internship**

Specialized historical experience with local historical agencies. The internship is designed to introduce the student to the broad range of public history activities. These include archival management, curatorial, museum educator and research activities. Departmental approval is required in advance. Pass/fail only.

**3 credit hours.**

**H470-H479 Selected Topics in American History**

*Fall-Spring Semesters*

Various topics in American History ranging from America in the 1960s to Native American History.

**3 credit hours. Satisfies ADR II.**

**H498-H499 Independent Study**

The Independent Study Program affords an opportunity for students who wish to undertake a well-defined research project. While these students conduct their work under the guidance of a faculty member of their own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**1-3 credit hours each semester.**

**HUMANITIES**

**HUM242 Science and Religion**

This course deals with the ways science and religion understand and encounter each other, and explores ways in which science and religion can pursue a mutually beneficial relationship.

**3 credit hours. Satisfies ADR I.**

**HUM401 Senior Seminar in Humanities**

Directed research and writing under close super-

vision in an inter-disciplinary seminar wherein culture is studied according to the contribution of the humanities in interpreting it.

**3 credit hours.**

**HUM498, HUM499 Independent Study**

An opportunity for the student who wishes to undertake a well-defined, interdisciplinary research project in the humanities. While the student

conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study

is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**3 credit hours.**

## INFORMATION LITERACY

### IFL101 Information Literacy

The goal of this course is to assist students in developing skills which will enable them to function as information literate individuals capable of using and applying current information technology. Students in this course will learn to determine when

information is required and will develop skills in acquiring information using library resources and computer technologies. Students will learn effective searching, evaluation of information, and use of the World Wide Web and Internet.

**2 credit hours.**

## INFORMATION SYSTEMS

### IFS105 Personal Productivity Computing *Fall-Spring Semesters*

Presents the fundamentals of computers and computer terminology. Stresses the importance of computers as essential components of the business world and society in general. Extensive lab segment focuses on the computer as a personal productivity tool using word processing, spreadsheets, presentation managers and databases. Prerequisite or corequisite: IFL101.

**3 credit hours.**

### IFS150 Introduction to Programming *Spring Semesters*

Introduction to problem solving and programming techniques. Properties of algorithms, languages, and notations for describing solutions to business data processing problems. Applications will use a procedural-oriented language. Prerequisite: IFS105 or permission of the instructor.

**3 credit hours.**

### IFS160 Visual BASIC Programming *Fall Semester*

Introduces students to programming in the Windows environment using the BASIC family of languages. Windows concepts that are covered in-

clude programming forms, command buttons, drop-down and list boxes, labels, text boxes, and other controls. BASIC programming features that are covered include variables, control statements, data validation, arrays, and file processing. Other topics include designing event-based programs, flowcharting, structure charts, and object-oriented concepts. Prerequisite: IFS105.

**3 credit hours.**

### IFS165 FORTRAN Programming\*

The FORMula TRANslation programming language, FORTRAN, is covered. Some flowcharting and use of design, record and coding forms is required. matrices, sorting, file access and programming for engineering applications are covered. Prerequisite: IFS105 recommended for students with no computer experience.

**3 credit hours.**

### IFS170 RPG Programming\*

Course provides the student with a capability to program in a computer language which can be found in use in selected locations through commerce

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\*Only one programming language course may be taken in a semester.



and industry. Prerequisite: IFS105 recommended for students with no computer experience.

**3 credit hours.**

**IFS205 Workgroup Productivity Computing**  
*Fall-Spring Semesters*

Enables students to plan, design, build and maintain small workgroup systems using readily available software suites. This course extends some of the concepts taught in IFS105 and introduces new concepts such as peer-to-peer networking, security and privacy of information, implementing backup systems, and system development using integrated software suites. Prerequisites: IFS105.

**3 credit hours.**

**IFS207 COBOL Programming \***

*Fall Semester*

Provides the student with the capability to program elementary business applications in COBOL. Attention is also given to structured design and coding techniques, common business documentation formats and standard testing and COBOL debugging methods. Prerequisite: IFS150 or IFS160.

**3 credit hours.**

**IFS208 Advanced COBOL Programming\***

*Spring Semester*

This course consists of more advanced structured design and programming and business file application problems. Disk file organization and storage concepts, programming efficiencies and access methods for sequential and indexed-sequential files, file maintenance activities, and on-line transaction processing (OLTP) are included in assigned programming problems. Business documentation and interactive programming considerations in a communication environment are considered. Prerequisite: IFS207.

**3 credit hours.**

**IFS215 C Programming\***

*Fall Semester*

This course provides the student with the ability to program in the C language. C is a powerful language that provides flexibility in producing high quality, run-time efficient programs. It is used in

graphics generation, systems programming, symbolic manipulation systems, process control, communications and real-time applications. Prerequisite: one semester of programming or equivalent.

**3 credit hours.**

**IFS220 C++-Object Oriented Programming**  
*Spring Semester*

This course introduces the student to the concepts of Object Oriented Programming (OOP). Students use the microcomputer OOP language C++ to design, develop, and implement object oriented programs. The powerful characteristics of classes, objects, abstraction, inheritance, and polymorphism are stressed. The focus is on teaching the student to develop high-quality, run-time efficient programs using OOP techniques. Prerequisite: IFS215 C Programming or equivalent experience *and* permission of the instructor.

**3 credit hours.**

**IFS275 Multimedia Information Technologies**

The course examines multimedia information technologies that apply to business environments and other professional areas. Students will gain hands-on experience and knowledge using multimedia software and hardware. Students will learn how to design, develop, and produce multimedia applications such as interactive documentation, computer based training, hypertext and presentation aids, and performance support system. Prerequisite: An introductory computer course or computer language.

**3 credit hours.**

**IFS305 Management Information Systems**  
*Fall-Spring Semesters*

A comprehensive discussion of the role of computer based information systems in modern organizations. Integrates managerial and computer knowledge towards identifying and solving information problems. Computer literacy is extended to MIS literacy. This is a writing intensive course.

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\*Only one programming language course may be taken in a semester.

Prerequisite: IFS105, MGT250, or permission of instructor.

**3 credit hours.**

### **IFS325 Introduction to Networks**

#### *Spring Semester*

An analysis of the problems involved in the design, implementation and operation of real-time computer systems, telecommunications and computer networks. Variations in distributive systems and alternatives of the central vs. decentralized data bases, network and subnetwork design and control are covered in addition to mini/micro-computers as replacement technology. Prerequisite: Two IFS courses or permission of instructor.

**3 credit hours.**

### **IFS330 Network Installation**

This course provides the student with the ability to configure and install local area network (LANs). It stresses the planning, installation, configuration, protocols and policies used to provide connectivity at the LAN level. Emphasis will be on the planning and physical hardware procedures required to install and configure LANs. Detailed hands-on as well as classroom instruction will be used to construct and test cables, configure and install hardware, implement protocols and establish connectivity at the microcomputer level. Prerequisite: IFS325

**3 credit hours.**

### **IFS335 Advanced Network Design**

This course provides the student with the ability to design and support complex enterprise-wide networking solution. It studies the conceptual design methodologies, planning and complexity involved in establishing and supporting organization connectivity. Emphasis will be on issues relating to networking, subnetworking, domains, trusts, servers, client/server relationships, remote access, simultaneous multiple protocols and connectivity to minicomputers, mainframes, and other networks. Detailed consideration will be given to both Novell and Windows NT network. Hands-on examples will be used where possible. Prerequisite: IFS330.

**3 credit hours.**

### **IFS350 Hardware/Software Architectures**

#### *Fall Semester*

This course examines the architectures of modern computer hardware and systems software from an Information Systems point of view. At the conclusion of the course, students will know and understand the role and purpose of the major components and computer hardware used in personal computers, workstations and mainframe computers. They will also understand the purpose of such software components as operating systems, compilers, linkers and debuggers. Prerequisite: two semesters of programming.

**3 credit hours.**

### **IFS440 Business Systems Analysis & Design**

#### *Spring Semester*

This course covers the concept of the computer systems development life cycle, including the analysis, design and implementation of business software systems. The structured analysis methodology will be used to emphasize case tools, prototyping, data flow diagrams, data dictionary notation, data structure diagrams, entity relationship diagrams, structured English, pseudocode, and decision tables. Individual assignments and a group project will be required. Prerequisite: IFS305. This is a writing/communications intensive course. This is a capstone course and should be taken in the final semester.

**3 credit hours.**

### **IFS445 Human Computer Interface Design**

#### *Fall Semester*

A survey of the general principles employed in human computer interface design including the history, current practice, and research in their field. The student will learn and apply techniques for effective interface design that are appropriate for prototyping modern, graphical user interfaces and multimedia interfaces. The student will demonstrate knowledge of concepts by means of a prototyping language and statistical survey techniques. Prerequisite: Two semesters of programming.

**3 credit hours.**

**IFS460 Data Base Management Systems**  
*Fall Semester*

A comprehensive discussion of relational data base theory and design. Emphasis is on data structure and design for building robust and flexible data repositories. Semester long projects will use popular data base software. Prerequisite: IFS305. This is a writing/communications intensive course.

**3 credit hours.**

**IFS470 Selected Topics in CIS**

This course is a seminar in IFS intended to provide coverage of topics of special interest or noteworthy significance in the IFS field. Course requirements will generally include a course project.

Prerequisite: Senior standing in the major or permission of the instructor.

**3 credit hours.**

**IFS490, IFS491 Internship**

Planned and supervised work experience in a computerized systems environment at selected cooperating firms. Supplementary training, conference, reports, and appraisals. The program requires approximately ten hours per week for twelve weeks. Prerequisite: Junior standing and departmental approval of each student's participant's individual program. The program requires approximately ten hours per week for twelve weeks. Grading will be pass/fail.

**3 credit hours.**

## INTERNATIONAL STUDIES

The basic purpose of the International Studies program is to offer students an introduction to Africa, East Asia, Latin America, the Middle East, Russia, and South Asia as a means of broadening their international awareness in a time of expanding horizons. The introductory courses achieve maximum breadth through an interdisciplinary and intercultural approach. Courses with \* satisfy ADR V.

*Introductory International Studies*

3 credits (Offered every semester)

- \*143 Introduction to Africa
- \*144 Introduction to East Asia
- \*145 Introduction to Latin America
- \*146 Introduction to the Middle East
- \*147 Introduction to Russia
- \*150 Introduction to South Asia

Each of these courses is an introductory survey of the designated area. The course content is interdisciplinary and encompasses aspects of history, government, sociology, anthropology, art, music, literature and religion of the particular area.

*Upper-level International Studies*

To meet the interest of those students whose introductory work has given them a desire for further studies, as well as to meet the needs of students in other departments who, on an elective basis, wish to study a non-Western world area intensively, a number of advanced history and political science courses are available, (see Political Science offerings, pg. 396.)

## INTERNATIONAL BUSINESS

**IBS200 Principles of International Business**  
*Fall-Spring Semesters*

This course provides an introductory overview of how the global business environment impacts decision making and planning within the multinational

firm. Topics include: economic reasons for global trade, environmental factors that impact decision making (economic, cultural, political, legal), foreign market penetration strategies, and international considerations in a variety of busi-

ness areas (finance, organizational design, staffing, marketing, strategic planning).

**3 credit hours.**

### **IBS400 International Business Issues**

#### *Fall Semester*

This course examines the complex and changing relationships that exist between international corporations, local citizens, national governments and supra-national nongovernmental organizations. Topics will include the social responsibility of corporations to their various constituent groups, international legal institutions and issues, economic union, NAFTA, ethics and how these issues affect business decisions. Prerequisite:

senior standing in major or permission of instructor.

**3 credit hours.**

### **IBS485 Seminar in International Business** *Spring Semester*

This seminar course will discuss in detail special topics in the field of international studies, such as the development of global strategy, sourcing strategies and strategic alliances. Students will be required to complete an in-depth research project which will research government regulations, culture and distribution systems for the market. Prerequisite: IBS400 and senior standing in major or permission of instructor.

**3 credit hours.**

## **LANGUAGES**

The college offers a baccalaureate major in Spanish and various levels of language instruction in French and German. Elementary courses in Italian and Russian are offered on a regular basis.

The first year of foreign language study emphasizes the acquisition of rudimentary proficiency in listening comprehension, reading comprehension, and speaking. In intermediate and advanced courses, continued emphasis is placed on oral and written expression, along with an appreciation of literature and the cultural modes of the countries in which the language is spoken. Both elementary and intermediate level language courses have a required laboratory component and students attend the lab at their convenience.

Placement into the approved level of language study is essential to a positive learning experience. Placement will be based on the student's previous experience in the language, and the following guidelines will be used to determine the correct placement:

#### **Elementary I:**

Designed for students with no previous experience with the language; students with one year of high school study or less will be placed in this language level.

#### **Elementary II:**

Designed for students who have passed Elementary I or its equivalent with a grade of C or better; students with two years of high school study will be placed in this language level.

#### **Intermediate I:**

Designed for students who have passed Elementary II or its equivalent with a grade of C or better; students with three to four years of high school study will be placed in this language level.

#### **Intermediate II:**

Designed for students who have passed Intermediate I or its equivalent with a grade of C or better; students with more than four years of high school language study may enter this language level with the permission of the language coordinator.

Students may **not** earn credit for language study at a level below that recommended. With the permission of the language coordinator, a student may audit a language course on any level.

### **LIII Introduction to Indo-European Languages and Folklore**

#### *Fall-Spring Semesters*

An elementary study of the origin and develop-

ment of the Indo-European languages and an introduction to common themes and motifs of selected Indo-European folklore.

**3 credit hours. Satisfies ADR V.**

### **L117 Elementary Italian I**

#### *Fall Semester*

An introduction to the fundamental patterns and skills (speaking, listening, reading and writing) of the language. No previous Italian required.

**3 credit hours. Satisfies ADR V.**

### **L118 Elementary Italian II**

#### *Spring Semester*

Continuation of L117. Prerequisite: L117 or equivalent. Students must receive a grade of "2" or better in L117 before enrolling in L118.

**3 credit hours. Satisfies ADR V.**

### **L121 Elementary French I**

#### *Fall-Spring Semesters*

An introduction to the fundamental patterns and skills (speaking, listening, reading, and writing) of the language. No previous French required.

**3 credit hours. Satisfies ADR V.**

### **L122 Elementary French II**

#### *Fall-Spring Semesters*

Continuation of L121. Prerequisite: L121 or equivalent. Students must receive a grade of "2" or better in L121 before enrolling in L122.

**3 credit hours. Satisfies ADR V.**

### **L125 Orientation to Mexico**

#### *Spring Semester*

A general overview of Mexico—its customs, traditions and some unique features of Mexican Spanish. Intended exclusively for students planning to participate in the mini-mester in Mexico. Taught in English.

**1 credit hour.**

### **L221 Intermediate French I**

#### *Spring Semester*

Further development of the language skills through extensive literary and cultural readings. Class is conducted in the target language. Prerequisite: L122 or equivalent. Students must received a

grade of "2" or better in L122 before enrolling in L221.

**3 credit hours. Satisfies ADR V.**

### **L222 Intermediate French II**

#### *Spring Semester*

Continuation of L221. Students must receive a grade of "2" or better in L221 before enrolling in L222.

**3 credit hours. Satisfies ADR V.**

### **L225 Intermediate French Conversation**

An intermediate level course designed to help the student improve his or her oral communication skills in the French language. Emphasis will be laid on the acquisition of the necessary vocabulary and grammatical structures needed to function in a wide variety of everyday situations. Prerequisite: L221 or equivalent.

**3 credit hours. Satisfies ADR V.**

### **L321 French Literature I**

A selection of major works of the French language. Emphasis on characteristic themes and styles. Prerequisite: L222 or equivalent.

**3 credit hours. Satisfies ADR V.**

### **L322 French Literature II**

Continuation of L321.

**3 credit hours. Satisfies ADR V.**

### **L151 Elementary German I**

#### *Fall Semester*

An introduction to the fundamental patterns and skills (speaking, listening, reading, and writing) of the language. No previous German required.

**3 credit hours. Satisfies ADR V.**

### **L152 Elementary German II**

#### *Spring Semester*

Continuation of L151. Prerequisite: L151 or equivalent. Students must receive a grade of "2" or better in L151 before enrolling in L152.

**3 credit hours. Satisfies ADR V.**

### **L251 Intermediate German**

#### *Fall Semester*

Further development of the language skills through extensive exposure to spoken German, German

conversation and cultural readings. Class is conducted in the target language. Prerequisite: L152 or equivalent. Student must receive a grade of "2" or better in L152 before enrolling in L251.

**3 credit hours. Satisfies ADR V.**

### **L252 Intermediate German II**

#### *Spring Semester*

Continuation of L251. Prerequisite: L251 or equivalent. Students must receive a grade of "2" or better in L251 before enrolling in L252.

**3 credit hours. Satisfies ADR V.**

### **L351 German Literature I**

#### *Fall Semester (alternate years)*

A survey of German literature from the early Germanic period to post-WWII authors with selected (condensed) readings of major literary works. Prerequisite: L252.

**3 credit hours. Satisfies ADR V.**

### **L352 German Literature II**

Continuation of L351.

**3 credit hours. Satisfies ADR V.**

### **L353 Advanced German I**

#### *Fall Semester (alternate years)*

Intensive readings, writing essays and reports, and making oral presentations in German. Class conducted in German. Prerequisite: L252.

**3 credit hours. Satisfies ADR V.**

### **L354 Advanced German II**

#### *Semester in Germany*

Speaking and applying German in the German cultural environment, experiencing and participating in native cultural activities, and writing a day-by-day diary in German.

**3 credit hours. (Additional costs for travel, board and room.)**

### **L171 Elementary Russian I**

#### *Fall Semester*

An introduction to the fundamentals of the language. Classroom and required laboratory drill in aural comprehension, speaking, pronunciation. Beginning reading and writing. Study of basic grammar necessary for these skills.

**3 credit hours. Satisfies ADR V.**

### **L172 Elementary Russian II**

#### *Spring Semester*

Continuation of L171. Prerequisite: L171 or equivalent. Students must receive a grade of "2" or better in L171 before enrolling in L172.

**3 credit hours. Satisfies ADR V.**

### **L181 Elementary Spanish I**

#### *Fall-Spring Semesters*

An introduction to the fundamental patterns and skills (speaking, listening, reading, and writing) of the language. No previous Spanish required.

**3 credit hours. Satisfies ADR V.**

### **L182 Elementary Spanish II**

#### *Fall-Spring Semesters*

Continuation of L181. Prerequisite: L181 or equivalent. Students must receive a grade of "2" or better in L181 before enrolling in L182.

**3 credit hours. Satisfies ADR V.**

### **L187 Spanish for the Health Fields**

#### *Spring Semester*

Spanish for students entering health-related fields. Emphasis is on commonly encountered topics and situations in a medical setting. The course enables the learner to communicate with Spanish-speaking clients. Included are Hispanic culture, customs and traditions that have a bearing on the delivery of health services. Prerequisite: L181 or equivalent.

**3 credit hours.**

### **L281 Intermediate Spanish I**

#### *Fall-Spring Semesters*

Further development of the language skills through extensive exposure to spoken Spanish, cultural and literary readings, and video. Class is conducted in the target language. Prerequisite: L182 or equivalent. Students must receive a grade of "2" or better in L182 before enrolling in L281.

**3 credit hours. Satisfies ADR V.**

### **L282 Intermediate Spanish II**

#### *Fall-Spring Semesters*

Emphasis is on the application of Spanish language skills to reading of literary selections and responding in writing. Grammatical structures

and vocabulary focus is on the areas which typically cause difficulty for second language learners.

**3 credit hours. Satisfies ADR V.**

**L284 Intermediate Spanish Conversation**

*Fall-Spring Semesters*

Through the use of journalistic materials, audio and video tapes, and in-class group activities, students will practice listening and speaking skills for use in everyday situations. Prerequisite: L181 or equivalent.

**3 credit hours. Satisfies ADR V.**

**L285 Reading Strategies in Spanish**

*Fall Semester*

The course focuses on strategies for developing skills needed to read "authentic" texts in Spanish—newspapers, magazines and short literary texts. Prerequisite: L281 or equivalent.

**3 credit hours. Satisfies ADR V.**

**L380 Advanced Oral and Written**

**Expression in Spanish**

*Spring Semester (even numbered years)*

A course designed to provide students opportunities to refine their oral and written expression in Spanish. Course is conducted in the target language. Prerequisite: L282 or equivalent.

**3 credit hours. Satisfies ADR V.**

**L381 Introduction to the Literature of Spain**

*Spring Semester*

A selection of major works from Spain, read and discussed in Spanish. Emphasis on characteristic themes and styles. Prerequisite: L285 or equivalent.

**3 credit hours. Satisfies ADR V.**

**L382 Introduction to the Literature of Latin America**

*Fall Semester*

A selection of major works from Latin America, read and discussed in Spanish. Emphasis on characteristic themes and styles. Prerequisite: L285 or equivalent.

**3 credit hours. Satisfies ADR V.**

**L387 Spanish Civilization**

*Spring Semester (odd numbered years)*

A study of Spanish and Latin American civilization,

the course begins with a historical overview, then focuses on contemporary life. Prerequisite: L281 or equivalent.

**3 credit hours. Satisfies ADR V.**

**L470 19th Century Literature of Spanish America**

Study of 19th century Spanish American literature focusing on the major authors and literary movements. Thorough analysis of the authors' themes, styles and techniques, as well as their impact on the 19th Century Spanish American society.

**3 credit hours. Satisfies ADR V.**

**L471 19th Century Literature of Spain**

A study of the main authors and literary movements in Spain during the nineteenth century through a systematic analysis of carefully selected text. Close attention will be paid to the authors' themes, styles and techniques.

**3 credit hours. Satisfies ADR V.**

**L484 Advanced Spanish Grammar**

Students will sharpen their skills in the finer points of the Spanish language through the study of structures which cause particular difficulty for the native speaker of English.

**3 credit hours.**

**L485 Spanish Linguistics**

A course which focuses on the comparison between English and Spanish in three areas: phonology, morphology, and syntax. Special attention is paid to the areas of interference between the two languages.

**3 credit hours.**

**L489 Internship in Spanish**

Students with sufficient background in Spanish may wish to complete an internship at a selected cooperating firm or organization. To earn academic credit, the internship must be completed at an approved site where the on-site supervisor has agreed to provide the intern with structured learning experiences that will assist them in achieving specific learning objectives. Internship study is available to matriculated students who have earned 60 or more credits and a 2.5 cumulative grade point average at the time of application.

**3 credit hours.**

**L490 Special Topics in 20th Century Spanish-American Literature**

Detailed study of 20th century Spanish American literature with the focus on one genre (novel, short story, poetry, drama). Close attention will be paid to the major authors within each group, their themes, styles and techniques, and how they portray contemporary Spanish American reality.

**3 credit hours.**

**L491 Special Topics in 20th Century Literature of Spain**

An in-depth study of one aspect of Spanish literature in the 20th century with the focus on one genre or one literary movement. Analysis of the main literary movements within each genre or lit-

erary group. Detailed study of the major authors, their principal works, and their portrayal of contemporary Spanish reality. Close attention will be paid to the impact of the Civil War on the development of 20th Century literary expression in Spain.

**3 credit hours.**

**L498, L499 Independent Study in Spanish Mini-mester in Mexico**

Students may earn three elective credits by participating in intensive Spanish language study in Mexico. Students live with Mexican families and study language and culture at an established language institute. No previous Spanish required. Contact department for further information. Prerequisite: L125.

**LITERATURE**

See English course descriptions.

**LONG-TERM CARE ADMINISTRATION****LTC210 Regulatory Issues in Long Term Care**

*Spring Semester (even numbered years)*

This course is designed to introduce the student to the various regulatory agencies and regulations that govern the operational aspects of long term care. Long term care is driven by State and Federal regulations. Those pursuing careers in long term care administration or careers in ancillary professions of long term care will gain an understanding of the formation and mandated implementation of regulations, as well as how to ensure compliance.

**3 credit hours.**

**LTC220 General Administrative Issues in Long Term Care**

*Fall Semester (even numbered years)*

This course is designed to involve the student in the general administrative facet of nursing homes, including strategic planning. The effective integration of facility support services will be covered as well as family and community relations. Focus

will be on the role of the administrator in the management of the total organization.

**3 credit hours.**

**LTC310 Fiscal Issues in Long Term Care Fall Semester (odd numbered years)**

This course will cover issues of fiscal management, including budgeting and third party reimbursements. Risk management will be investigated in terms of financing, liabilities and insurances.

**3 credit hours.**

**LTC320 Resident Services in Long Term Care**

*Spring Semester (odd numbered years)*

This course involves the student in the direct services available to residents of long term care facilities. The roles of the nursing departments, resident care management, rehabilitation, special care, dietary and nutrition, pharmacy and health support services will be covered.

**3 credit hours.**



**LT495, LTC496, LTC497 Administrator-in-Training**

A carefully planned program to provide in-depth experience (with cooperating facilities) in all aspects of long-term care administration. Supplemental seminars, reports and appraisals will be required. Credit awarded will be based on length and scope of each program. Prerequisite: Senior major with coordinator's approval, 2.5 G.P.A.

**12 or 15 credit hours (LTC495-6 cr., LTC496-6 cr., LTC497-3 cr.)**

**LTC498, LTC499 Independent Study**

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**1-3 credit hours each semester.**

**MANAGEMENT****MGT250 Principles of Management*****Fall-Spring Semesters***

An analysis of the managerial functions of planning, organizing, leading, and controlling. Additional topics include ethics, social responsibility, human resource management, international management, operations management, organizational behavior and decision making. The course is intended to develop a diagnostic management style for managing in diverse organizational situations. This is a writing/communications intensive course.

**3 credit hours.**

**MGT315 Human Resource Development*****Spring Semester***

This course provides an overview of the field of Human Resource Development and includes modules on each of the major HRD functions. These include needs assessment, the design, planning and implementation of training and development activities, HRD management and evaluation of HRD efforts. This course is aimed at those who are or will be involved in providing programs designed to improve skills and abilities of employees in operational, staff support, clerical, sales and managerial positions. Prerequisite: MGT250.

**3 credit hours.**

**MGT320 Human Resource Management*****Fall-Spring Semesters***

This course explores theories and concepts lead-

ing to effective utilization of human resources in organizations. Strategic human resource planning, recruitment, selection, socialization, training and development, career development, performance appraisal, rewards and compensation, benefits, safety and health, and labor relations are addressed within the context of a complex legal environment. Prerequisite: MGT250.

**3 credit hours.**

**MGT325 Organizational Behavior*****Fall-Spring Semesters***

This course is designed to help present and future managers better understand and manage people in organizational settings. Individual behavior, group and social processes, and organizational processes are considered in the context of the specific needs of today's workplace. An understanding of the dynamic nature of an organization's environment is considered within the topic of diversity, organizational culture, the global workplace, and the evolving learning organization. Prerequisite: MGT250.

**3 credit hours.**

**MGT330 Labor Relations*****Fall Semester***

A study of problems in labor relations in the United States including the history and development of labor unions, their objectives, structure, government and internal management; collective bargaining unit emphasis on contract negotiation

and arbitration; public policy, including labor legislation. Prerequisite: MGT250.

**3 credit hours.**

### **MGT350 Operations Management**

#### *Fall–Spring Semesters*

A course which focuses on the management of resources required to produce products and services within the framework of an organizational structure. The principles of operational processes, product/service development, forecasting, facility and layout, planning, job design/work measurement, materials management, quality control and research techniques are covered. This course is a writing/communication intensive course. Prerequisite: QBA260 and MGT250.

**3 credit hours.**

### **MGT360 Inventory Management**

#### *Spring Semester*

This course is designed to cover all phases of materials management in both manufacturing and service organizations. Topics include: inventory management and control, J-I-T, TQM, SPC, major inventory systems, inventory relationships, inventory accounting, bills of materials, materials requirements planning, manufacturing and service control systems. Prerequisite: MGT350.

**3 credit hours.**

### **MGT365 Purchasing Management**

#### *Fall Semester*

Purchasing Management encompasses the processes, common to all businesses, by which organizations are supplied with the goods and services, including utilities, capital equipment, supplies, materials, and purchased parts, needed to achieve their objectives. Prerequisite: MGT250.

**3 credit hours.**

### **MGT375 International Management**

#### *Fall–Spring Semester*

This course emphasizes the management of business across borders in today's global environment. Emphasis is placed on the managers decision making process and connections between host country environments and multinational strategies.

Topics include the role that information technology plays to blend variation in culture, politics, and economic conditions into a global economy. We will also cover how organizational and managerial dynamics result in a multinational company's competitive advantage. Prerequisite: MGT250.

**3 credit hours.**

### **MGT380 Leadership and Change in Organizations**

#### *Spring Semester*

An analysis of traditional and non-traditional theories and approaches to leadership, emphasizing team building, diversity and management of the change process. The course includes skill development, experiential activities, case studies and theoretical constructs. In addition, guest speakers who are leaders in a variety of organizational settings will be used when appropriate. Prerequisite: MGT250 or permission by instructor.

**3 credit hours.**

### **MGT420 Employment Law**

#### *Spring Semester*

An examination of the relevant legislation and regulation affecting human resource decision making, including issues of discrimination, unemployment insurance, workers' compensation, pay, safety, and retirement. Prerequisite: MGT320.

**3 credit hours.**

### **MGT435 Recruitment/Selection of Human Resources**

#### *Fall Semester*

This is an advanced human resource course which focuses specifically on the recruitment and acquisition of employees. Recruitment topics include: determining staffing needs, recruitment strategies and methods, factors influencing response rates and designing advertisements. The selection component covers job analysis methods, task analysis, developing job requirements and specifications, developing a selection plan, and a thorough analysis of selection instruments. An in-depth discussion of government regulations and the importance of evaluation will be included for both topic areas. A comprehensive project integrating all top-

ics is required for successful completion of the course. Prerequisite: MGT320.

**3 credit hours.**

**MGT440 Business, Government, and Society**  
*Fall-Spring Semesters*

This course examines the business organization in relationship to government, employee groups and the community. A major theme in the course is the social responsibility of business. Topics of study include ethics, environmental pollution, employee rights, government regulation, global management and the political system as it affects business decision-making. Prerequisite: Senior standing.

**3 credit hours.**

**MGT450 Special Studies in Management**

A senior level course designed to examine concepts and research concerned with special issues in the management discipline. Specific topics and faculty leaders will vary with each topic. Credit is given on the basis of work performed. This work may consist of papers based on the student's knowledge of topics gained through academic research or experiential activities. Prerequisite: Permission of instructor.

**3 credit hours.**

## MARKETING

**MKT200 Principles of Marketing**

*Fall-Spring Semesters*

Marketing begins with the market. Therefore, this course starts with the identification of potential customers. It then deals with decisions about the marketing mix (product, price, promotion and distribution) that will satisfy those potential customers. The marketing mix decisions are made in light of today's and tomorrow's changing environment including the economy, ecology, ethics, technology, culture, lifestyle, global markets and competition.

**3 credit hours.**

**MKT220 Personal Selling**

*Fall Semester*

A study of selling fundamentals including the psy-

**MGT460 Advanced Operations Management**

This course expands on the concepts and theories covered in MGT350 Operations Management course. Subject areas such as TQM (total quality management), J-I-T (just-in-time) management, operation systems design, flexible operation systems, ISO-9000 advanced technologies and statistical process control are covered. In addition, emerging operations methodologies will be integrated into course content where applicable. Prerequisite: MGT350 or permission of the instructor.

**3 credit hours.**

**MGT490, MGT491 Management Internship**

Planned and supervised work experience at selected cooperating firms. Supplementary training conference, reports and appraisals. Prerequisite: Junior standing and departmental approval of each student participant's individual program. Credit awarded will be based on length and scope of each program. Grading will be Pass/Fail.

**3 credit hours each semester.**

chological principles of selling, customer attitudes and demand factors, the selling process and the application of selling principles.

**3 credit hours.**

**MKT230 Retailing**

*Fall Semester*

The objectives of this course are to help the student better understand and evaluate the specific activities of management, merchandising and promotional functions required in the operation of a retail organization in a competitive business environment.

**3 credit hours.**

**MKT290 Retailing Practicum**

*Fall-Spring Semesters*

This course involves planned and supervised work experience at selected cooperating firms. Agencies will be carefully selected to ensure that they provide a variety of experiences of educational value. The student will spend 120 hours with a selected agency plus conferences with the supervising professor. Prerequisite: Full-time Retailing Associate degree candidate, 45 or more credits and 2.0 or better GPA. Grading will be Pass/Fail.

### **MKT310 Fashion Marketing**

#### *Fall Semester*

This course examines marketing principles and strategies as they apply to fashion trends, the domestic and foreign ready-to-wear market, the designer market and the promotion and display of fashion. Prerequisite: MKT200.

**3 credit hours.**

### **MKT320 Retail Buying and Merchandising**

#### *Spring Semester*

This course is designed to provide students with the theoretical and practical concepts required for successful buying and merchandising in retailing. Prerequisite: MKT200.

**3 credit hours.**

### **MKT 330 Advertising**

#### *Fall Semester*

This course involves a study of the organization and functions of advertising from the viewpoint of management—types of advertising, media selection and evaluation, preparation of copy and layout. Prerequisite: MKT200.

**3 credit hours.**

### **MKT340 Logistics**

#### *Spring Semester*

Logistics is the study of the movement of goods through the value-added system. The goal of logistics is to maximize customer service while minimizing distribution costs. In today's environment most organizations find that their suppliers and/or their markets are global. For this reason the course pays special attention to the special concerns of international distribution. Prerequisite:

MKT200 and MGT250. (Note: this course also counts as a management elective.)

**3 credit hours.**

### **MKT350 Business Marketing**

#### *Spring Semester*

This course investigates the challenges a marketer faces when the customer is a business or institution, rather than a consumer. Topics include the differences between consumer and business to business marketing, segmentation techniques, marketing mix decisions, international issues and current events affecting the business to business marketer. Prerequisite: MKT200.

**3 credit hours.**

### **MKT360 Consumer Behavior**

#### *Spring Semester*

This course involves an analysis of consumer behavior with reference to spending and saving habits, product preferences, shopping behavior, leisure time patterns, social change and mobility and the influence of advertising, selling and fashion trends. Prerequisite: MKT200.

**3 credit hours.**

### **MKT370 International Marketing**

#### *Spring Semester*

The objective of this course is to help the student to better understand and evaluate marketing functions from the viewpoint of the international executive. Coverage will include international marketing policies relating to product adaptation, channels of distribution, pricing, communications and cost analysis. Consideration will also be given to the cultural, legal, financial and organizational aspects of international marketing. Prerequisite: MKT200. This is a writing/communications intensive course.

**3 credit hours.**

### **MKT380 Sales Management**

#### *Spring Semester*

This course involves an in-depth examination of the role of the sales manager. Areas covered include the recruiting, training and supervision of

salespersons; the organization of sales territories; compensation schemes; and sales forecasting. Prerequisite: MKT200 and MGT250.

**3 credit hours.**

### **MKT390 Advanced Advertising**

#### *Spring Semester*

This course covers the strategic use of advertising and related sales promotion in the marketplace. Emphasis placed on campaign development and coordination under conditions of uncertainty and multiple segmentation. Prerequisite: MKT330.

**3 credit hours.**

### **MKT450 Marketing Research**

#### *Fall Semester*

This course covers managerial uses of marketing research in formulating marketing strategy; includes determination of situations requiring research, appraisal of alternative research methods and evaluation of studies, including theoretical concepts in research methodology. Prerequisites: MKT200, QBA260 and Senior standing.

**3 credit hours.**

### **MKT475 Marketing Policies and Strategies**

#### *Spring Semester*

This course is designed to be the last marketing course taken by marketing majors. It involves the study of the administrative process and analysis utilized by chief executives to formulate marketing policy and make strategic and tactical decisions under conditions of uncertainty. Prerequisites: QBA310 or QBA320 and MKT450. This is a writing/communications intensive course.

**3 credit hours.**

### **MKT490, MKT491 Marketing Internship**

#### *Fall-Spring Semesters*

This course involves planned and supervised work experience at selected cooperating firms. Supplementary training conference, reports and appraisals are required. Prerequisite: Junior standing and departmental approval of each student participant's individual program. The program requires approximately ten hours per week for twelve weeks. Grading will be Pass/Fail.

**3 credit hours.**

## **MATHEMATICS**

### **MAT102 Preliminary Mathematics**

#### *Fall-Spring Semesters*

This course is designed to develop students' skills in preparation for MAT111. Topics will include algebra and problem-solving exercises for students whose backgrounds indicate the need for skill-building activities. This course may *not* be used to fulfil the mathematics core requirement. The credit hours earned will count as elective credits.

**3 credit hours.**

### **MAT105 College Algebra**

#### *Fall-Spring Semesters*

Designed to prepare students in algebraic skills. Topics include equations in one and two variables, inequalities, systems of equations, quadratic equations, polynomial functions, exponents, and logarithms.

**3 credit hours.**

### **MAT108 Precalculus**

#### *Fall-Spring Semesters*

A one semester course to prepare students for calculus. The course assumes a good background in algebra and will move quickly and thoroughly through all of the topics that students need to be prepared for calculus, algebra, functions, and trigonometry, as well as basic calculus concepts.

### **MAT111 Critical Thinking and Problem Solving in Mathematics\***

#### *Fall and Spring Semesters*

The course will emphasize the use of mathematics to solve problems and will present situations where students develop critical thinking skills. Topics may include problem involving strategies, symbolism, and algebra, functions and relations, geometry, discrete mathematics, probability and statistics, and deductive proof. Prerequisites: Suc-

cessful scores on a mathematics placement test or completion of MAT105 with a grade of 2 or better.

**3 credits**

### **MAT120 Applied Calculus\***

#### *Fall–Spring Semesters*

A one-semester calculus course designed for Business majors. Topics will include calculation of derivatives, maximum–minimum problems, curve sketching, calculation of integrals, area under curves and applications. The course uses applications from the business sector. Prerequisite: A “C” or better in College Algebra, MAT105.

**3 credit hours.**

### **MAT171, MAT172, MAT271**

#### **Analytic Geometry and Calculus I\*, II\*, III\***

#### *Fall–Spring Semesters*

Cartesian coordinates, slope, straight lines, conic sections, polar coordinates, limits, differentiation, integration, and applications of calculus to the physical sciences and engineering. Series expansion of functions, partial derivatives, and multiple integration. Prerequisite: Two units of high school algebra, one unit of trigonometry and satisfactory achievement in college entrance examinations, or College Algebra MAT105; College Trigonometry MAT125.

**4 credit hours.**

### **MAT190 Mathematics for Elementary Education**

#### *Fall Semester*

Designed to provide the mathematical concepts that are central to the elementary and middle school curriculum. Topics include set theory, logic, numerical systems and algorithms, the development of the real number system, measurement and geometry. Other majors are strongly discouraged from taking this course.

**3 credit hours.**

### **MAT230 Exploring Mathematics with the Computer\***

#### *Fall Semester*

A course to develop numerical algorithms in several areas of mathematics and test them on the

computer. Topics will include number theory, numerical simulation, numerical integration, and others as time permits. Prerequisite: MAT172 and knowledge of an appropriate computer language such as Pascal or C.

**3 credit hours.**

### **MAT250 Elements of Statistics\***

#### *Spring Semester*

An introductory course which includes probability distributions, confidence intervals, hypothesis testing, analysis of variance, and linear regression. Prerequisite: MAT105 or equivalent. Students who have taken BEH260 or QBA260 are not permitted to take this course.

**3 credit hours.**

### **MAT260 Elementary Linear Algebra\***

#### *Spring Semester*

An introductory course including study of linear equations, determinants, vectors in the plane and in space, vector spaces, linear transformations, and eigenvalues. Designed as a serious mathematics course for students in the physical sciences, mathematics education, business or the mathematically curious. Prerequisite: College Algebra MAT105, or the equivalent.

**3 credit hours.**

### **MAT272 Differential Equations\***

#### *Spring Semester*

An introductory course including 1st-order equations, nth-order linear equations, Laplace transforms, and series solutions. Some applications to physics and engineering. Prerequisite: MAT271.

**4 credit hours.**

### **MAT280 Mathematical Structures\***

#### *Fall Semester*

A first course in pure mathematics. Topics include sets, logic, mathematical proofs, relations and functions.

**3 credit hours.**

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\*Courses which satisfy the college core mathematics requirement.

**MAT290 Mathematics for  
Elementary Education II\***

*Spring Semester*

Designed to provide the mathematical concepts that are central to the elementary and middle school curriculum that fulfill the standards recommended by the National Council of Teachers of Mathematics. Topics include geometry, measurement, probability, statistics, patterns and relationships, and problem solving. Prerequisite: MAT105 and MAT190.

3 credit hours.

**MAT340 Introduction to Geometry\***

*Spring Semester*

A rigorous presentation of Euclidean geometry with some topics in non-Euclidean geometry. (Note: This course is not appropriate for Secondary Education-Mathematics or Mathematics majors.)

3 credit hours.

**MAT345 Modern Geometry\***

*Fall Semester*

An introduction to the vast and rich areas of modern geometry. Topics include historical origins, Axiom sets and finite geometries, recent additions to Euclidean Geometry, elementary transformation theory, dissection of areas, projective geometry and non-Euclidean geometries. Knowledge of Euclidean geometry is required for this course.

3 credits

**MAT350 Probability and Statistics\***

*Fall Semester, even years*

A calculus based course on probability and statistics that will involve probability and a study of the distributions and expected values of continuous and discrete random variables. Prerequisite: MAT172.

3 credit hours.

**MAT361, MAT362 Abstract Algebra I\* & II\***

*MAT361 (Fall Semester, odd-numbered years)*

*MAT362 (Spring Semester, even-numbered years)*

Abstract Algebra I and II are an introduction to modern algebra. Material covered includes ele-

ments of modular arithmetic and number theory, and the three major areas of abstract algebra: groups, rings, and fields. Both course require a high degree of mathematical maturity and the ability to learn and use theoretical mathematics. Prerequisites: MAT280 required; at least one other mathematics course that requires mathematical proof is strongly recommended.

3 credit hours.

**MAT371, MAT372**

**Advanced Calculus I\* and II\***

*MAT371 Fall Semester*

*MAT372 Spring Semester*

These courses serve as an introduction to real analysis, an area of mathematics where concepts such as continuity, differentiability, integrability, and convergence are carefully defined and rigorously developed. Many of the topics first encountered in calculus as well as additional ones, will be examined in depth. Prerequisites: MAT271, MAT280

3 credit hours.

**MAT390 History of Mathematics\***

*Fall Semester*

A study of the historical development of mathematical ideas. The course emphasizes the contributions to mathematics made by different cultures. Prerequisite: MAT172.

3 credit hours.

**MAT440 Advanced Geometry\***

A senior level course with various emphases including advanced topics in Euclidean geometry, transformational geometry, and projective geometry. Prerequisite: MAT345.

3 credit hours.

**MAT470 Numerical Analysis\***

*Spring Semester (odd numbered years)*

An advanced mathematics course covering selected topics in the field of applied mathematics. These

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\*Courses which satisfy the college core mathematics requirement.

topics will include: Taylor series expansions and approximations, interpolating polynomials, numerical quadrature formulas, numerical solution of differential equations, and other topics as time permits. Prerequisites: MAT272, MAT371, (MAT372 recommended), knowledge of Pascal, Fortran or C required.

3 credit hours.

### **MAT473 Partial Differential Equations\***

An introduction to the study of partial differential equations, concentrating on the 3 major partial differential equations of mathematics and the physical sciences: heat, wave, and Laplace's equations. Prerequisite: MAT272.

3 credit hours.

### **MAT477 Complex Analysis\***

A one semester course on the theory and applications of functions of a complex variable. Topics include the Cauchy-Riemann equations, Cauchy's theorem and contour integration, series representation of analytic functions, residue theory, and conformal mapping. Prerequisites: MAT272, MAT371.

3 credit hours.

### **MAT480 Point-Set Topology\***

*Spring Semester (odd numbered years)*

A study of topological spaces and related concepts, including closed and open sets, subspaces, the product topology, connectedness, compact-

ness, the separation axioms, etc. Prerequisites: MAT172, MAT280.

3 credit hours.

### **MAT490 Mathematics Internship**

This off-campus internship is designed to give the students an opportunity to make use of the practical aspects of their classroom knowledge, thus developing their confidence and understanding through experience. The corporate supervisor and the faculty supervisor will evaluate student's performance. Prerequisites: Junior standing including MAT171, MAT172, MAT271, and MAT272, as well as department approval of each participant's individual program.

3 credit hours.

### **MAT496, MAT497 Reading and Research in Mathematics**

*Fall-Spring Semesters*

The course is designed to allow the student to pursue an area of interest in the field of mathematics. This course is limited to seniors who have previously demonstrated a high degree of proficiency in mathematics.

3 credit hours.

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\*Courses which satisfy the college core mathematics requirement.

## **MEDICAL TECHNOLOGY**

### **MT401 Clinical Microbiology\*\***

Identification and clinical pathology of bacteria, fungi, viruses and parasites. Techniques to isolate, stain, culture and determine antimicrobial susceptibility. Instrumentation; quality control.

### **MT402 Clinical Chemistry\*\***

A study of enzymology, endocrinology, biochemistry of lipids, carbohydrates and proteins, metabolism of nitrogenous end products, physiology and metabolism of fluids and electrolytes and toxicology

as related to the body and diseases. The technical procedures include colorimetry, spectrophotometry, electrophoresis, chromatography, automation and quality control.

### **MT403 Clinical Hematology/Coagulation\*\***

A study of the composition and function of blood; diseases related to blood disorders; the role of

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\*\*These courses are taken at the hospital where the students have been admitted for their clinical (senior) year in the Medical Technology major.



platelets and coagulation. Manual and automated techniques of diagnostic tests for abnormalities.

#### **MT404 Clinical Immunohematology\*\***

A study of blood antigens, antibodies, cross-matching, hemolytic diseases, and related diagnostic tests. An in-depth study of blood donor service and its many facets such as transfusions, medico-legal aspects, etc.

#### **MT405 Clinical Immunology/Serology\*\***

A study of immune response, immunoglobulins, autoimmunity and complement and related tests

and disease. Survey and demonstration of serological diagnostic tests.

#### **MT406 Clinical Seminar\*\***

Courses not included in the above, such as orientation, laboratory management, education, or clinical microscopy; and other courses unique to the individual hospital program.

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\*\*These courses are taken at the hospital where the students have been admitted for their clinical (senior) year in the Medical Technology major.

## **Music**

### **Applied Courses**

Voice	MUS101-102; MUS201-202; MUS301-302; MUS401-402
Piano	MUS103-104; MUS203-204; MUS303-304; MUS403-404
Organ	MUS105-106; MUS205-206; MUS305-306; MUS405-406
Harpsichord	MUS107; MUS207, MUS307, MUS407
Violin	MUS108-109; MUS208-209; MUS308-309; MUS408-409
Viola	MUS110-111; MUS210-211; MUS310-311; MUS410-411
Cello	MUS112-113; MUS212-213; MUS312-313; MUS412-413
Double Bass	MUS114-115; MUS215-215; MUS314-315; MUS414-415
Trumpet	MUS116-117; MUS216-217; MUS316-317; MUS416-417
French Horn	MUS118-119; MUS218-219; MUS318-319; MUS418-419
Trombone	MUS120-121; MUS220-221; MUS320-321; MUS420-421
Baritone	MUS122-123; MUS222-223; MUS322-323; MUS422-423
Tuba	MUS124-125; MUS224-225; MUS324-325; MUS424-425
Flute	MUS126-127; MUS226-227; MUS326-327; MUS426-427

Clarinet	MUS128-129; MUS228-229; MUS328-329; MUS428-429
Saxophone	MUS130-131; MUS230-231; MUS330-331; MUS430-431
Oboe	MUS132-133; MUS232-233; MUS332-333; MUS432-433
Bassoon	MUS134-135; MUS234-235; MUS334-335; MUS434-435
Percussion	MUS136-137; MUS236-237; MUS336-337; MUS436-437
Guitar	MUS138-139; MUS238-239; MUS338-339; MUS438-439

### **PERFORMANCE COURSES**

#### **MUS146, MUS147 (MUI33, MUI34)**

#### **Voice Class**

#### *Fall-Spring Semesters*

Group study of the fundamentals of singing technique and easy vocal literature. Emphasis on posture, breath control, voice placement and stage presence. May be used as a prerequisite to private vocal study.

**2 class periods.**

**1 credit hour.**

#### **MUS148, MUS149 Guitar Class**

#### *Fall-Spring Semesters*

A study of basic single note melody playing and chordal accompaniment on the guitar through the

use and tablature and standard notation. Basic music theory study is included.

1 class period.

1 credit hour.

**MUS150-151; MUS250-251; MUS350-351;  
MUS450-451** York College Chorale

*Fall-Spring Semesters*

The York College Chorale is a mixed concert choir open to all music majors and other experienced singers. The group is dedicated to the study and performance of serious choral music from many style periods.

3 rehearsals weekly.

1 credit hour.

**MUS152-153; MUS252-253; MUS352-353;  
MUS452-453** Chamber Singers

*Fall-Spring Semesters*

The York College Chamber Singers is a select ensemble of 16–20 singers open to all college students by audition only. This group studies repertoire from all periods of music history and performs frequently both on and off campus. Interested students must contact Dr. Stephen Barton to arrange an audition.

2 rehearsals weekly.

1 credit hour.

**MUS154-155; MUS254-255; MUS354-355;  
M454-455** Opera and Musical Theater Workshop

*Spring Semester*

A music ensemble dedicated to the production of all forms of music theater, including opera, operetta, and Broadway musicals. Students will be given the opportunity to perform in full staged productions. Auditions are required.

1 credit hour.

**MUS156-157; MUS256-257; MUS356-357;  
MUS456-457** Vocal Repertoire

*Fall-Spring Semesters*

A repertoire based course designed to augment the applied vocal students knowledge of vocal repertoire through group exposure to a wide variety of

songs and arias from the Baroque, Classic, Romantic and 20th-century periods.

1 credit hour.

**MUS160-161; MUS260-261; MUS360-361;  
MUS460-461** Wind Symphony

*Fall-Spring Semesters*

Training in the interpretation and performance of traditional and modern concert band literature. The band performs concerts open to the public. Membership is open to all students who have had prior band experience.

2 rehearsals weekly.

1 credit hour.

**MUS162-163; MUS262-263; MUS362-363;  
MUS462-463** Jazz Ensemble

*Fall-Spring Semesters*

The Jazz Ensemble is open to all students with concert and/or stage band experience. Students in the group study the art of improvisation and learn to perform in all jazz styles, including swing, bop, cool, blues, and rock.

2 rehearsals weekly.

1 credit hour.

**MUS164-165; MUS264-265; MUS364-365;  
MUS464-465** Symphony Orchestra

*Fall-Spring Semesters*

The Symphony Orchestra is open to all music majors and other qualified music students. The orchestra studies and performs the standard orchestral repertoire and selected contemporary compositions. The group maintains an active concert schedule each semester.

1 rehearsal weekly.

1 credit hour.

**MUS166-167; MUS266-267; MUS366-367;  
MUS466-467** String Ensemble

*Fall-Spring Semesters*

The string ensemble is open to all students with performance experience on a string instrument. Membership is limited to an effort to create a balanced string quartet (first and second violins, viola, cello) that will allow rehearsal and performance of traditional string quartet literature.

Other instruments may be added at the discretion of the instructors.

**1 or 2 rehearsals weekly.**

**1 credit hour.**

**MUS168-169; MUS268-269; MUS368-369;  
MUS468-469** **Brass Choir**

*Fall-Spring Semesters*

The brass ensemble is open to all students with performance experience on a brass instrument. Membership is limited only in an effort to create a balanced instrumentation that will allow rehearsal and performance of traditional brass choir literature.

**1 or 2 rehearsals weekly.**

**1 credit hour.**

**MUS170-172; MUS270-271; MUS370-371;  
MUS470-471** **Woodwind Ensemble**

*Fall-Spring Semesters*

The woodwind ensemble is open to all students with performance experience on a woodwind instrument. Membership is limited only in an effort to create a balanced instrumentation that will allow rehearsal and performance of traditional woodwind ensemble literature.

**1 or 2 rehearsals weekly.**

**1 credit hour.**

**MUS172-173; MUS272-273; MUS372-373;  
MUS472-473** **Percussion Ensemble**

*Fall-Spring Semesters*

To provide percussionists with an opportunity to play challenging music written specifically for their instruments. The percussion ensemble requires its members to be schooled in all areas of percussion.

**1 rehearsal weekly.**

**1 credit hour.**

**MUS174-175; MUS274-275; MUS374-375;  
MUS474-475** **Keyboard Ensemble**

*Fall-Spring Semesters*

The keyboard ensemble is open to all students with performance experience at the piano. Membership is limited by the instructor and may include 2 or more pianists who will rehearse and perform traditional piano ensemble literature.

**1 or 2 rehearsals weekly.**

**1 credit hour.**

**MUS176-177; MUS276-277; MUS376-377;  
MUS476-477** **Guitar Ensemble**

*Fall-Spring Semesters*

A study of ensemble performance incorporating works for two or more guitars in combination with other instruments and voice. Literature ranges from the Renaissance to contemporary.

**2 rehearsals weekly.**

**1 credit hour.**

**MUS300 Music Theater and Company**

*Summer*

The Music Theater & Company is dedicated to the production of all types of music theater, including Broadway musicals, opera, and operetta. Students taking this course participate in a summer dinner theater production, drawing larger crowds from the college and community. Rehearsals arranged.

**3 credit hours.**

## HISTORICAL AND THEORETICAL MUSIC COURSES

**MUS180 Jazz Improvisation**

"Improvisation: to compose, play, sing, or write on the spur of the moment—to extemporize." Students will gain a knowledge of basic musical chord structure and progression. Fundamental jazz theory and harmony will be emphasized along with the construction of an improvised melodic phrase. Models from Jazz History will be analyzed.

**2 credit hours.**

**MUS181 (MUI50) Foundations of  
Music Theory**

*Fall-Spring Semesters*

Foundations of Music Theory is an introduction to the study of music theory. Music notation, scales, intervals, chords, and rhythms are explored through seeing, sharing, writing, singing, and playing. Enrollment is at the discretion of the Department. May not be used to fulfill music

major requirements. Students who are required to take MUS181 before enrolling in MUS182 or MUS184 must receive a "2" or better in MUS181.

**3 credit hours. Satisfies ADR I.**

**MUS182 (MU161) Music Theory I**

*Fall Semester*

A study of music notation, basic musicianship, figured-bass harmony, keyboard, harmony, literature, style, form and analysis. Prerequisite: MUS181 or permission of the instructor.

**3 credit hours. Satisfies ADR I.**

**MUS183 (MU163) Music Theory II**

*Spring Semester*

A continuation of MUS182 which is a prerequisite for this course. Must be taken in the same semester as MUS185.

**3 credit hours.**

**MUS184 (MU162) Sight Singing and Ear Training I**

*Fall Semester*

Development of the skills of sight-singing and melodic, harmonic, rhythmic dictation. Must be taken in the same semester with MUS182.

**1 credit hour.**

**MUS185 (MU164) Sight Singing and Ear Training II**

*Spring Semester*

Continuation of MUS184, which is a prerequisite for this course. Must be taken in the same semester as MUS183.

**1 credit hour.**

**MUS200 (MU260) Music Appreciation**

*Fall-Spring Semesters*

The study of the Western world's changing attitudes and the musical styles and techniques developed to express them.

**3 credit hours. Satisfies ADR I.**

**MUS280 (MU270) Piano Pedagogy**

*Alternate years*

Piano pedagogy is a study of the theory and methods of piano studio teaching. The course is intended for music majors who are enrolled in

applied piano, and explores the principles and methods of teaching piano, and the principles and business policies involved in establishing and managing a private piano teaching studio. The course will also include several weeks of student teaching supervised by the instructor.

**1 credit hour.**

**MUS282 (MU261) Music Theory III**

*Fall Semester*

A continuation of MUS183, which is a prerequisite for this course. Emphasis is on the extra tonal chords developed in the 19th century.

**3 credit hours.**

**MUS283 (MU263) Music Theory IV**

*Spring Semester*

Continuation of MUS282, which is a prerequisite for this course. Emphasis is on the styles developed in the 20th century.

**3 credit hours.**

**MUS284 (MU262) Sight Singing and Ear Training III**

*Fall Semester*

Continuation of MUS185, which is a prerequisite for this course. Must be taken in the same semester as MUS282.

**1 credit hour.**

**MUS285 (MU264) Sight Singing and Ear Training IV**

*Spring Semester*

Continuation of MUS284, which is a prerequisite for this course. Must be taken in the same semester as MUS283.

**1 credit hour.**

**MUS286 (MU272) Jazz History**

*Fall-Spring Semesters*

This course traces the historical development of jazz from the end of the 19th century to the present.

**3 credit hours. Satisfies ADR I.**

**MUS287 (MU259) American Pop Music**

*Fall-Spring Semesters*

This course explores American music and its interrelationships with the music industry field.

While the course does not require music reading skills, it does explore American popular music at an advanced level, and information required to function successfully in the music entertainment industry.

**3 credit hours. Satisfies ADR I.**

**MUS288 (MU250) History of Rock and Roll**

*Spring Semester; alternate years*

A survey of the history and development of rock and roll and the entertainment industry that surrounds it. A study of rock music from its origins to present. Lectures will focus on musical distinctions among the substyles present in the genre and will include audio and video presentations of major artists and style-setters. Literary, sociological, and other cultural aspects of this music will be discussed. Current styles and trends relating to the recording industry will be explored.

**3 credit hours. Satisfies ADR I.**

**MUS290 (MU271) Introduction to Music Literature**

*Spring Semester; alternate years*

An introduction to music literature through a historical study of musical genre, form and style. Required of music majors and minors. Elective by permission of the instructor.

**3 credit hours. Satisfies ADR I.**

**MUS297 (MU269) Survey of Music Industry**

*Fall semester; alternate years*

An introductory study of major career choices in the music and entertainment industry. Attention is given to career planning and development in classical and popular music. Creative careers, producing/directing, performing, teaching, and music related careers are examined with a focus on practical applications as well as theoretical foundations. The course also explains the process of songwriting, music publishing, copyright registration, sources of royalty income, performance rights societies and the music licensing process. The role of unions, music associations, guilds, arts administration, talent agencies and artistic management relevant to musicians is explored.

**3 credit hours.**

**MUS384 (MU364) Counterpoint**

*Spring Semester; alternate years*

A study of the contrapuntal styles of the 18th and 19th centuries. Prerequisite: MUS283.

**3 credit hours.**

**MUS385 (MU363) Form and Analysis**

*Spring Semester*

The study of musical form as it relates to structure, melody, harmony, rhythm, texture and style in musical compositions. Prerequisite: MUS283.

**3 credit hours.**

**MUS390 (MU361) Music History I**

*Fall Semester; alternate years*

A historical study of the various styles and forms of music in western civilization from the Middle Ages to 1750. Prerequisite: MUS290.

**3 credit hours.**

**MUS391 (MU362) Music History II**

*Spring Semester; alternate years*

A historical study of the various styles and forms of music in western civilization from 1750 to the present. Prerequisite: MUS290.

**3 credit hours.**

**MUS394 (MU373) Diction for Singers**

*Spring Semester; alternate years*

An in-depth study of the principles of pronunciation and the formation and comparison of the various vowel and consonant sounds found in Latin, German, Italian and English for singers and choral conductors. Principles based on the International Phonetic Alphabet (IPA).

**3 credit hours.**

**MUS397 (MU370) Music Entertainment and Promotion**

*Spring Semester; alternate years*

An examination of music administration and commerce. Current product knowledge will be explored. Funding of artists through the process of grant-writing will be examined. The function of arts administration, concert promotion, music in theater, music and commerce, music in radio, television, advertisement and film scoring is examined. Entertainment entrepreneurship is explored.

based on the process of identifying opportunities in the entertainment marketplace, exploring potential resources and committing to action the resources necessary to exploit opportunities for long term achievement.

**3 credit hours.**

**MUS486 (MU461) Orchestration and Arranging**

*Fall Semester, alternate years*

A study of the instruments of the orchestra and how to orchestrate and arrange music for them. Prerequisite: MUS283.

**3 credit hours.**

**MUS490 (MU462) Choral Conducting**

*Fall Semester*

A study of the techniques of choral conducting, including use of the hands and baton, score preparation, gesture and group organization. Prerequisite: MUS385 and MUS486 or permission by the instructor.

**3 credit hours.**

**MUS491 (MU463) Instrumental Conducting**  
*Spring Semester*

A study on the techniques of instrumental conducting, including the use of the baton, score preparation, gesture and group organization. Prerequisite: MUS363 and MUS461 or permission by the instructor.

**3 credit hours.**

**MUS497 Music Publishing, Licensing, and Copyright**

*Fall Semester, alternate years*

This course is an in-depth examination of music publishing, licensing, and copyright procedures from 1920 to the present. Special emphasis is placed on contracts, specialized language, and legalities of these procedures.

**3 credit hours.**

**MUS498, MUS499 (MU498, MU499)**

**Independent Study**

The Independent Study Program affords an opportunity for the student who seeks to undertake

a well-defined research project. While the student conducts this work under the guidance of a faculty member of his choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility in the learning process.

**1–3 credit hours.**

**MUSIC EDUCATION METHODS COURSES**

**MUS291 (MU273) Educational Experiences in Music**

*Fall–Spring Semesters*

Study and development of knowledge and skills for elementary education majors who wish to prepare themselves to enrich their teaching through listening to music, organizing sound, and guiding elementary students in musical experiences. This course is meant for those with little or no background in music, and is not appropriate for those pursuing the music cognate in elementary education.

**3 credit hours.**

**MUS292 (MU275) String Methods**

*Fall Semester*

Applied strings in a class setting. Designed to provide a practical playing knowledge of each string instrument (violin, viola, cello, string bass). Principal objective is to prepare prospective school teachers to instruct beginners in strings.

**2 class periods.**

**1 credit hour.**

**MUS293 (MU276) Brass Methods**

*Spring Semester*

Methods of tone production, fingerings or position, care and repair, and methods and materials for teaching trumpet or cornet, French horn, baritone, trombone, and tuba. Emphasis on ensemble performance.

**2 class periods.**

**1 credit hour.**

**MUS294 (MU277)   Woodwind Methods**

*Fall Semester*

Methods of tone production, fingerings, care and repair, and methods and materials for teaching flute, oboe, clarinet, bassoon, and saxophone. Emphasis on ensemble performance.

**2 class periods.**

**1 credit hour.**

**MUS295 (MU278)   Percussion Methods**

*Spring Semester*

Methods of tone production, positions, care and repair, and methods and materials for teaching the percussion instruments. Emphasis on ensemble performance.

**2 class periods.**

**1 credit hour.**

**MUS392 (MU374)   Teaching Music in the  
Elementary School**

*Fall Semester*

Study and use of the music subject matter, meth-

ods and activities appropriate for elementary music classes. Students are provided the same opportunity to become familiar with currently used elementary music materials and to present mini-lessons at different elementary grade levels. It is assumed that students enrolling in the course have, themselves, experienced typical school music activities in singing, instrument playing, rhythmic responses, and music reading.

**3 credit hours.**

**MUS393 (MU375)   Teaching Music in the  
Secondary School**

*Spring Semester*

Study and evaluation of methods, materials, and techniques relative to music classes and performance groups in the secondary schools with a development of personal philosophy in music education.

**3 credit hours.**

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## **NUCLEAR MEDICINE TECHNOLOGY**

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These courses are taken at Lancaster General Hospital by students who have been admitted to clinical (senior) year in the Nuclear Medicine Technology major.

**NM101   Nuclear Medicine Theory I**

This course is a study of the basic sciences needed to understand nuclear medicine. Topics include: Nuclear Physics, Applied Mathematics, and Radiation Biology. This course is also designed to introduce the student to the basic skills needed to give quality patient care and assist in the performance of routine nuclear medicine studies. Topics include medical terminology, patient care, skeletal, lung, infection, and renal imaging.

**6 credit hours.**

**NM102   Nuclear Medicine Theory II**

This course is designed to build on the knowledge gained in NM101. Topics covered in this course include: radiation safety and radiopharmacy. Clin-

ical theory includes cardiology, endocrinology, oncology, gastrointestinal system and the central nervous system. Clinical theory instruction consists of an anatomy and physiology review followed by a study of all the nuclear medicine imaging that is performed on this system.

**6 credit hours.**

**NM103   Nuclear Medicine Theory III**

This course discusses computer and SPECT. Medical ethics with particular interest in the ethics surrounding imagining will be discussed and applied. Registry review provides a comprehensive review of topics covered throughout the year in order to prepare the students for the national registry. Management of a radiology department is also included.

**2 credit hours.**

**NM110   Nuclear Medicine Practicum I**

This course is designed to introduce the beginning

student to the profession of nuclear medicine technology. Practicum takes place at one of the clinical affiliates. Students learn by observing and assisting a nuclear medicine technologist in the performance of nuclear medicine imaging and associated ancillary tasks. Five competencies (CPR, Vital Signs, Oxygen Administration, Bone Scan and Cardiac Scan) are required this semester.

**6 credit hours.**

### **NM111 Nuclear Medicine Practicum II**

Students observe and assist the technologist with the complicated studies. They begin to perform more common imaging procedures under the direct supervision of a technologist. These proce-

dures include but are not limited to bone scanning, cardiac imaging and hepatobiliary imaging. During this semester they will be required to successfully complete ten competency evaluations.

**6 credit hours.**

### **NM112 Nuclear Medicine Practicum III**

This final session of practical learning focuses on students fine tuning their skills and applying all that they have learned in NM Theory. Students are expected to perform most studies with limited supervision. Students are expected to successfully perform ten competency evaluations prior to the completion of this course.

**4 credit hours.**

## **NURSING**

### **N201 Human Development and Health Care**

#### *Fall-Spring Semesters*

Study of normal growth and development through all life stages. Developmental theories explored and applied to developmental assessment as part of the nursing process. Concepts of community, family and personal health discussed. Selected agencies providing care and services to clients throughout the life span may be utilized for observational visits related to human development.

**3 credit hours.**

### **N202 Nutrition in Health Care**

#### *Fall-Spring Semesters*

A study of normal nutrition and the motivational, social, economic and cultural factors influencing nutrition through all life stages. Assessment of nutritional states of clients as part of the nursing process. Application of diet therapy concepts for patients with selected health problems. Prerequisite: CHM114. Prerequisite or Corequisite: CHM116.

**3 credit hours.**

### **N210 Basic Principles in Nursing Practice**

#### *Fall-Spring Semesters*

The first clinical course introduces the nursing

student to professional nursing roles and basic human needs of individuals. Students use selected theories in conjunction with the nursing process in providing care to clients. Emphasis is placed on communication, data collection, physical assessment skills, and beginning administration of drugs. Clinical experiences are conducted in the skills laboratory and in selected health care settings. Prerequisites: PSY100, SOC100, CHM114, CHM116, BIO220, BIO230, N201, N202.

**3 class periods.**

**6 clinical experience hours.**

**5 credit hours.**

### **N220 Concepts in Professional Nursing for the Licensed Practical Nurse**

#### *Spring Semester*

This course is designed for the licensed practical nurse student pursuing baccalaureate education in nursing. Application of nursing concepts and theories, development of nursing process skills, and evaluation of clinical skills required for advanced placement in the nursing major are emphasized. Prerequisites: Advanced placement in the nursing major or permission of instructor.

**2 credit hours.**



### **N230 Clinical Practice: Operating Room Summer Session**

An elective course. Application of the nursing process to the nursing care of operative patients during surgical procedures; study of Operating Room procedures; supervised experience in nursing practice in the pre-, intra-, and post-operative setting. Prerequisite: Completion of all course requirements in the sophomore year.

**1 class period.**

**6 clinical experience hours.**

**3 credit hours.**

### **N304 Health Assessments for Professional Nursing Practice**

This course addresses history taking, and psychosocial and physical assessments with emphasis on normal findings. A current knowledge of anatomy, physiology and basic nursing principles provides the foundation. Prerequisites: N210, BIO220, BIO222, and BIO230.

**3 credit hours.**

### **N307 Nursing Concepts: Chronic Health Problems**

#### *Fall-Spring Semesters*

The family as a codeterminant of individual states of health is emphasized in relationship to health concerns of a chronic and relatively steady nature. Principles underlying human adaptational responses to chronic health changes and the significance for nursing intervention are emphasized. Prerequisite: Junior standing in the nursing major and N304.

**3 credit hours.**

### **N308 Nursing Practice: Adults with Chronic Health Problems**

#### *Fall-Spring Semesters*

Individual and family assessment as a part of nursing process is addressed. Health promotion, health preservation and health recovery and continuity of care are stressed. Clinical experiences are conducted in simulated and real settings such as hospital in-patient settings and long-term care facilities in the community. Prerequisite: Junior

standing in the nursing major and N304. Pre- or Corequisite: N307.

**1 class period**

**12 clinical experience hours.**

**5 credit hours.**

### **N314 Research and Professional Nursing Practice**

#### *Fall-Spring Semesters*

The fundamentals of scientific nursing research methods and utilization are presented and investigated. Ethical considerations, critique of published research, and utilization of nursing research findings are emphasized. Prerequisites: Junior standing in the nursing major and BEH260.

**3 credit hours.**

### **N314 (N412) Research and Professional Nursing Practice**

#### *Fall-Spring Semesters*

An investigation of the fundamentals of scientific research methods. Ethical considerations, critique of published research, and utilization of nursing research findings are emphasized. Prerequisites: BEH260 (or other statistics course) and junior standing in the nursing major.

**3 credit hours.**

### **N317 Nursing Concepts: Parent-Child Health**

#### *Fall-Spring Semesters*

This course addresses the normal maternity cycle, the newborn, illness and hospitalization of the child, and growth and developmental deviations within the context of the family. Prerequisites: N307 and N308.

**3 credit hours.**

### **N318 Nursing Practice: Parent-Child Care**

#### *Fall-Spring Semesters*

Family assessment as part of the nursing process is addressed. Health promotion, maintenance and restoration as well as continuity of care are stressed for both mental and physical dimensions. Laboratory sessions are conducted in simulated and real laboratories such as hospital, home, and community based settings. Prerequisites: N307 and N308. Prerequisite or Corequisite: N317.

1 class period  
12 clinical experience hours.  
5 credit hours.

### **N320 Health Assessment for Professional Nursing Practice/RN**

#### *Summer Session*

This course is designed to provide the RN/BS student with the knowledge and skills necessary to assess the individual health of a client. The emphasis of the course is on a systems approach to physical examination. Abnormal physical assessment findings for each system will also be introduced. Comprehensive bio-psycho-social-cultural assessment approaches will be presented to allow students to assess the impact of risk factors upon individual health.

3 credit hours.

### **N321 Concepts in Professional Nursing for the Registered Nurse**

#### *Fall-Spring-Summer Semesters*

This course is designed to be a transitional course for registered nurses pursuing a baccalaureate degree in nursing. Foundational concepts and competencies of professional nursing practice, e.g. application of nursing process, ethical and legal issues and coping with role transition will be addressed. This will be an initial course in the nursing curriculum and will facilitate the registered nurse's adaptation to the academic environment. Prerequisite: Current RN licensure.

2 credit hours.

### **N332 (N422) Research and Professional Nursing Practice/RN**

#### *Spring Semester*

The fundamentals of scientific nursing research methods and utilization are presented and investigated. Ethical considerations, critique of published research, and utilization of nursing research findings are emphasized. Prerequisites: Junior standing in the nursing major and BEH260.

3 credit hours.

### **N407 Nursing Concepts: Acute Health Problems**

#### *Fall-Spring Semesters*

Nursing concepts relating to the physical, emotional, and social needs of acutely ill individuals requiring hospitalization are emphasized. Concerns relating to family members are also explored. Prerequisites: N417, N418, N425, and N426.

2 credit hours.

### **N408 Nursing Practice: Adults with Acute Health Problems**

#### *Fall-Spring Semesters*

Critical judgments based on assessment of needs during acute health disruptions are emphasized. Collaboration, coordination, and consultation with health team members are stressed. Laboratory sessions are conducted in hospital in-patient settings. Prerequisites: N417, N418, N425, and N426. Prerequisite or Corequisite: N407.

1 class period.

9 clinical experience hours.

4 credit hours.

### **N411 Leadership in Professional Nursing**

#### *Fall-Spring Semesters*

Concepts relevant to the theory and practice of leadership in professional nursing are presented. Analysis is made of the components of leadership; communication, management, delegation, teaching/learning, evaluation and change. The course also presents issues related to the past and present status of nursing as a profession and projects to future trends.

3 credit hours.

### **N417 Nursing Concepts: Community Health**

#### *Fall-Spring Semesters*

The community as a codeterminant of individual states of health is emphasized. Community structure, inter-relationships, and health care delivery systems are explored. Public health concepts as they relate to individuals, families, and groups in the community are identified. Prerequisites: Senior standing in the nursing major and N314.

2 credit hours.

### **N418 Nursing Practice: Community Health**

#### *Fall-Spring Semesters*

Introduction to community assessment as part of nursing is included. An epidemiologic study of a

problem or situation that affects the health of a community or a segment of population is a course requirement. Clinical experiences are conducted in official and non-official health agencies and other community-based settings. Prerequisite: Senior standing in the nursing major and N314.

**1 class period.**

**9 clinical experience hours.**

**4 credit hours.**

#### **N421 Leadership in Professional Nursing/RN**

##### *Fall Semester*

For RNs only. Concepts relevant to the theory and practice of leadership in professional nursing are presented. Analysis is made of the components of leadership; communication, management, delegation, teaching/learning, evaluation and change. The course also presents issues related to the past and present status of nursing as a profession and projects to future trends.

**3 credit hours.**

#### **N425 Nursing Concepts: Psychiatric-Mental Health**

##### *Fall-Spring Semesters*

Nursing concepts related to the psychiatric/mental-health needs of diverse populations are emphasized. Theory of mental health and illness is presented as well as theory of treatment. Issues in mental health nursing are explored. Prerequisites: Senior standing in the nursing major and N314.

**2 credit hours.**

#### **N426 Nursing Practice: Psychiatric-Mental Health**

##### *Fall-Spring Semesters*

Psychiatric evaluation and application of the nursing process to diverse populations in need of mental health care are emphasized. Collaboration with other health care providers and coordination of services are addressed. Clinical experiences are conducted in outpatient and inpatient settings. Prerequisites: Senior standing in the nursing major and N314.

**1 class period.**

**9 clinical experience hours.**

**4 credit hours.**

#### **N430 Selected Topics in Health-Related Issues**

##### *Fall-Spring Semesters*

Different topics related to health care will be featured each semester. Senior students investigate the principal variables affecting the issues and develop a framework for health care practice. Prerequisite: Completion of all N300 level courses. Course is open to non-nursing students who have completed 90 credits or have permission of the instructor.

**3 credit hours.**

#### **N450 Nursing Practicum**

##### *Fall-Spring Semesters*

This course provides for concentrated clinical nursing practice under faculty guidance. The nature and goals of the practicum are determined collaboratively by the student, faculty member, and RN clinical mentor from a cooperating agency where the student elects to have the experience. Students are required to pass medication and physical assessment proficiency exams prior to clinical practice. Prerequisites: N417, N418, N425, and N426. Prerequisite or Corequisite: N407 and N408.

**1 class period.**

**6 clinical experience hours.**

**3 credit hours.**

#### **N455 Clinical Concepts and Issues of Professional Nursing**

##### *Fall Semester*

The focus is on selected concepts which underlie nursing practice in complex client and family situations. The interrelationships among physical, psychological and social concepts pertaining to a variety of practice areas are explored. Students investigate self-selected concepts in a variety of agencies during clinical experience hours. Prerequisites: E101, E200, IFL101, CM104, CHM114, CHM116, MAT111, BIO220, BIO222, BIO230, PSY100, SOC100, N201, N202, N320, N321, N322 and successful challenge of nursing courses if required.

**3 class periods**

**6 clinical experience hours.**

**5 credit hours.**

**N456 Community Health Concepts/  
Practice for the Registered Nurse*****Spring Semester***

The community is considered as a major determinant of health states in individuals and groups. Students explore community structure and inter-relationships among community participants as they influence the health care delivery system. The epidemiological analysis of selected health problems in the community is the focus of learning. A clinical experience in home health care is required of all students. Upon satisfactory completion of the home care experience, students are encouraged to design an individualized community-based care experience. The student utilizes the nursing process to promote health in a small community. Prerequisites: E101, E200, IFL101, CM104, CHM114, CHM116, MAT111, BIO220, BIO222, BIO230, PSY100, SOC100, N201, N202, N320, N321, N322 and successful challenge of exams if necessary.

3 class periods.

6 clinical experience hours.

5 credit hours.

**N498, N499 Independent Study*****Fall-Spring Semesters***

The Independent Study Program affords the opportunity for the nursing student who wishes to undertake a well-defined project. While the student conducts his work under the guidance of a nurse faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process. Prerequisite: Senior standing and consent and approval of the Department of Nursing Chair and Academic Dean.

1-3 credit hours.

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**PHILOSOPHY AND RELIGION**

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**PHILOSOPHY****P221 Introduction to Philosophy*****Fall-Spring Semesters***

An examination of the fundamental problems of philosophy including a brief survey of the different philosophical schools of thought of historical importance and contemporary influence.

3 credit hours. Satisfies ADR I.

**P222 Critical Thinking*****Spring Semester***

This course is aimed at providing students with the analytical and evaluative skills necessary to thinking clearly and critically. Such skills will enable students to distinguish good reasoning from poor reasoning and therefore enable students to further their intellectual development and ability to achieve success in their college studies.

3 credit hours. Satisfies ADR I.

**P223 Modern Moral Values and Social Issues*****Fall Semester***

This course attempts to apply philosophy to the problems and issues of contemporary life, such as moral issues (attitudes towards sex, abortion, euthanasia, homosexuality), political questions (equality of women, reverse discrimination, civil disobedience, conflicts between control and freedom), and contemporary religious and quasi-religious movements (the cults and mysticism from Zen to sci-fi).

3 credit hours. Satisfies ADR I.

**P224 Philosophy and Human Nature**

An examination of philosophical and scientific theories of human nature as they have arisen in the history of philosophy paying special attention to the philosophical implications of recent scientific theories such as sociobiology and artificial intelligence.

3 credit hours. Satisfies ADR I.

**P226 History of Western Philosophy**

An introductory survey of the history of Western philosophy beginning with the pre-Socratics and ending with existentialism. Consideration will be given to the development of epistemology, metaphysics, and ethics within several historically important systems of philosophy.

**3 credit hours.**

**P231 Logic**

An examination of the basic concepts of deductive reasoning, the goal of which is to develop a system of methods and principles that can be used to evaluate arguments and as a guide in constructing arguments.

**3 credit hours. Satisfies ADR I.**

**P240 Environmental Ethics**

This course explores three interrelated topics: the environmental crisis of our time, the teachings of philosophical and religious ethics that can foster the development of an environmental ethics, and the activities and actions demanded by an environmental ethic.

**3 credit hours. Satisfies ADR I.**

**P321 Epistemology**

The study of the nature, sources, scope, and validity of knowledge. Issues addressed may include how knowledge is acquired, whether we can know anything for sure, the nature of truth, and the relation of knowledge to social and cultural forces.

**3 credit hours. Satisfies ADR I.**

**P331 Metaphysics**

Metaphysics is concerned with questions about the ultimate nature of reality and seeks basic criteria for determining what sorts of things are real. Topics addressed may include the mind-body problem, the freedom of the will, personal identity, the existence of God, and the nature of space and time.

**3 credit hours. Satisfies ADR I.**

**P341 Ethics**

Study of the notions of right and wrong and the good, according to ethical theories and practical application.

**3 credit hours. Satisfies ADR I.**

**P343 Ethical Issues in Peace and Conflict**

A study of central concerns related to war and peace from an ethical perspective. The course will deal with ethical principles regarding war, and consider such issues as human rights, the causes of violence, ecological disorders, population problems and distribution of global resources, from an ethical standpoint.

**3 credit hours.**

**P345 Ethics in Health Care**

This course introduces students to concepts of ethical decision-making and their application to ethical issues in the provision of health care. This interdisciplinary course will be taught by faculty from both the English and Humanities and Nursing Departments. This course will present selected health care issues for analysis in the classroom setting to better prepare students to resolve those and other related issues outside of the educational setting.

**3 credit hours.**

**P351 Aesthetics**

An introduction to theories of art. Analysis of aesthetic experience, expression, creation, and structure. The social role of art and function of aesthetic criticism will be considered.

**3 credit hours. Satisfies ADR I.**

**P360 Political Theory**

An examination of selected themes and issues in political theory. Topics to be considered include the nature of justice, the problem of community, theories of obligation and rights, the nature of the state, the problem of historicism and relativism. Special attention will be paid to the implications of modern thought. Cross listed with PS360 Political Theory.

**3 credit hours.**

**P361 Contemporary Philosophy**

A study of various twentieth century philosophical movements, figures, and trends analyzing their philosophical, social, and historical backgrounds, their influence, and their importance for contemporary issues.

**3 credit hours.**

**P380 Special Topics in Philosophy**

Thorough study of a single major philosophical movement (like Pragmatism), philosophical figure (such as Plato or Nietzsche), or topic in philosophy (such as philosophy of law or science). The specific theme of these courses changes from semester to semester and may be suggested by either faculty or student interest. Past topics covered include feminist thought, computers and modern thought, and religion and science. These courses may be repeated for different topics.

**3 credit hours. Satisfies ADR I.**

**P498, P499 Independent Study**

An opportunity for the student who wishes to undertake a well-defined research project in an area of philosophy. While the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**RELIGION****P265 Living Religions**

An introduction to the world's living religions—Hinduism, Buddhism, Taoism, Confucianism, Judaism, Christianity and Islam. The role of primitive religions and the confrontation of religions in our contemporary world will also be studied.

**3 credit hours. Satisfies ADR I.**

**P266 Biblical Religions**

An introduction to the Scriptures of Judaism and Christianity. The historical, literary and religious aspects of the Biblical writings will be studied.

**3 credit hours. Satisfies ADR I.**

**P268 Religious Thought and Culture in Western Civilization**

An investigation of the phenomenon of religion as it has functioned in western culture. Some comparisons with religion in eastern culture will be considered.

**3 credit hours. Satisfies ADR I.**

**P369 American Religious Thought and Culture**

A study of the background of Catholicism, Protestantism, Judaism, and Native American religious traditions in the United States, as well as contemporary American religious movements.

**3 credit hours. Satisfies ADR I.**

**P498, P499 Independent Study**

An opportunity for the student who wishes to undertake a well-defined research project in an area of philosophy. While the student conducts work under the guidance of a faculty member of his or her own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process.

**PHYSICAL EDUCATION****Vision Statement**

To support the Mission of York College of Pennsylvania and its Department of Education by creating an environment which promotes the best models of positive, active and healthful living through our programs and services.

**Mission Statement**

As professional educators working in the areas of teaching coaching, athletic training and advising

we will provide the knowledge and skills which will enable individuals of the York College of Pennsylvania community to achieve an integrated active healthy lifestyle.

Physical well-being is a lifelong commitment which is enhanced by regular participation in physical activity. It is the purpose of the physical education division to contribute to this end by offering a variety of courses to help an individual meet this goal.

Physical education courses are offered in the areas of individual and team activities, dance and aquatics. Several courses are beginning level; advanced courses are otherwise noted. Each provides the student with basic skills and knowledge so that he or she can successfully participate and enjoy the activity throughout a lifetime.

Physical education courses are either  $\frac{1}{2}$  credit (half of a semester), 1 credit hour (full semester) or 2 credit hours (full semester).

The following courses are  $\frac{1}{2}$  credit hour and meet twice a week for half the semester. Other courses are for 1 or 2 credits for the full semester as designated.

- PE150 Archery
- PE151 Badminton
- PE152 Basketball
- PE153 Ice Skating (addl. fee for this course)
- PE155 Soccer
- PE156 Softball
- PE157 Intermediate Swimming
- PE158 Advanced Swimming
- PE159 Tennis
- PE160 Volleyball

#### **PE110 Beginning Bowling (coed)**

An introductory course with special emphasis on equipment, rules, terminology, techniques of participation, etiquette, handicaps and league play. This course is held off campus at a local bowling alley. Students are responsible for transportation and the cost of bowling.

**1 credit hour.**

#### **PE112 Square Dancing (coed)**

An introductory course of the fundamental skills and knowledge that is necessary for the development of proficiency in the contemporary form of square dancing. Both singing and patter calls as used for directions, and the student will have the opportunity to dance to a variety of callers and styles. This course covers beginning through intermediate levels of square dances and challenges the student to develop good coordination, mental alertness and smooth rhythmic movement in a relaxing atmosphere and in the company of fellow

students and friends. This is a fun, and infectiously interesting activity and can be enjoyed throughout lifetime.

**1 credit hour.**

#### **PE117 Modern Dance (Women)**

A creative approach to movement exploration with special emphasis on dance as related to the specific art periods.

**1 credit hour.**

#### **PE118 Physical Fitness and Conditioning (Men)**

A course designed to improve abilities such as strength, endurance, and flexibility. Concentration is upon individual activities such as jogging, weight training, calisthenics exercises and stretching for improving physical well-being.

**1 credit hour.**

#### **PE119 Physical Fitness and Conditioning (Women)**

A course designed to improve physical abilities such as strength, endurance and flexibility. Concentration is upon individual activities such as jogging, weight training, calisthenics exercises and stretching for improving physical well-being.

**1 credit hour.**

#### **PE130 Elementary Self-Defense (Women)**

This course deals with the theory and techniques of self-defense. The content focuses on the techniques for eliminating dangers from daily living, methods of recognizing and avoiding dangers, and skills and strategies for employing physical defense when necessary.

**1 credit hour.**

#### **PE134 Concepts of Physical Activity and Wellness (Coed)**

This course is designed to give the student specific information concerning the benefits of developing a physically active lifestyle and the process necessary for designing program to meet the individual's needs and interest. A wellness focus will also be included to help the student work toward a healthy lifestyle. It will enable the student to select appropriate physical activity courses

and encourage individual participation in other campus and community activity programs.

**1 credit hour.**

### **PE135 Recreational Shooting (Coed)**

A course designed as an orientation for individuals interested in the shooting sports. Safety is taught and emphasized throughout the course. The student will shoot rifle, pistol, and shotgun as well as being introduced to other areas such as hunting, antique and replica arms, gun collecting, etc. The class travels occasionally off campus for parts of the firearms training.

**1 credit hour.**

### **PE136 Aerobic Dance (Women)**

This course is designed to help students develop an understanding and appreciation of the importance of improving their "aerobic" fitness as a part of total fitness. Students participate in a program of vigorous movement to music at a level consistent with their existing level of fitness and gradually strive to reach a higher level of fitness.

**1 credit hour.**

### **PE137 Introduction to the Martial Arts (Coed)**

This course is an orientation to the martial arts. The content emphasizes the physical techniques

and mental self discipline which are involved in the sport.

**1 credit hour.**

### **PE124 Lifeguard Training (Coed)**

Prerequisite is completion of PE120 Beginning Swimming or demonstration of equivalent swimming skills. Emphasis is placed on recognition of swimming hazards, swimmers in distress, and the methods of dealing with both. The course prepares the student for an entry level lifeguarding position. Nationally recognized certification of course requirements including a written and practical final.

**2 credit hours.**

### **PE126 Water Safety Instructor (Coed)**

Prerequisite is completion of PE120 Beginning Swimming or equivalent certification. An instructor's course in swimming, diving, water safety, and infant pre-school aquatic instruction. Special emphasis will be placed on techniques of aquatic instruction. An opportunity for practical teaching experience will be offered as required for certification. Nationally recognized certification issued upon completion of course requirements.

**2 class periods.**

**1 laboratory period.**

**2 credit hours.**

## **PHYSICAL SCIENCE**

### **PSC152, PSC153; PSC154, PSC155 (PSC111, PSC112)**

**Physical Science**

#### ***Fall-Spring Semesters***

A course for non-science majors with limited mathematical background. Emphasis on the relationship of scientific principles to daily experience. The first semester covers areas including force, motion, gravity, energy, heat, temperature, wave motion and sound. The second semester covers light, static electricity, electrical currents, and modern concepts.

**2 class period.**

**1 three-hour laboratory period.**

**3 credit hours each semester.**

**Satisfies ADR III.**

### **PSC434 (PSC433) Special Topics In The Physical Sciences**

#### ***Annually as needed***

An interdisciplinary science course designed to introduce topics of current or special interest. The course crosses over the perceived barriers which define each scientific discipline via a broad based, interdisciplinary approach to the study of selected science topics. Prerequisite: Junior class standing.

**3 credit hours.**



**PSC474 (PSC473) Physical Science Seminar**

This course is designed to expose the student to searching and critically reading of the literature in several areas of the physical sciences. The student will read and present to classmates several papers from his/her own selected concentration. He/she will critically discuss papers from several related physical science areas. Prerequisite: Junior class standing.

**3 credit hours.**

**PSC481, PSC482 Independent Study**

The Independent Study Program enables a student to do research or in-depth study of a particular area in the physical sciences. While students conduct their work under the guidance of a faculty member of their choice, there may or may not be regular class meetings. Effective independent study is characterized by a reduction in formal instruction by faculty and an increase in students' initiative and responsibility for their own process of learning.

**1–6 credit hours per semester.**

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## PHYSICS

**PHY110, PHY111; PHY112, PHY113****(PHY121, PHY122)****General Physics*****Fall–Spring Semesters***

An introduction to college physics covering the field of mechanics, heat, sound, electricity, light, and selected topics of modern physics. Emphasis on theory, problems, and practical applications. This course is intended for students not majoring in Physics or Engineering. Prerequisite: high school algebra and trigonometry or equivalent.

**3 class periods.**

**1 three-hour laboratory period.**

**4 credit hours each semester.**

**Satisfies ADR III.**

**PHY160, PHY161 (PHY141)****Engineering Physics: Mechanics*****Spring Semester***

A calculus based physics course in mechanics for engineering and science majors. The use of vectors is emphasized throughout this course. Topics include vectors, linear and rotational motion, Newton's Laws, friction, work and energy, conservation of linear and angular momentum, collisions, moment of inertia, simple harmonic motion, gravitation, sound, waves, and heat. Prerequisite: MAT171.

**3 class periods.**

**1 three-hour laboratory.**

**4 credit hours. Satisfies ADR III.**

**PHY162, PHY163 (PHY142)****Engineering Physics: Heat, Thermodynamics, and Sound*****Fall Semester***

This course covers temperature and heat, thermal expansion, change of phase, transfer of heat, equation of state, laws of thermodynamics, heat engines, kinetic theory of gases, wave motion, transmission and detection of sound, interference, resonance, and the Doppler Effect. Prerequisite: PHY160.

**3 class periods.**

**1 three-hour laboratory.**

**4 credit hours.**

**PHY165 Special Topics in****Engineering Physics*****Spring Semester***

This course is required of all students enrolled in the spring semester of PHY160, and provides added depth, such as the mathematical aspects of rotational motion, and added breadth, such as oscillations and waves.

**1 credit hour.**

**PHY260, PHY261 (PHY241)****Engineering Physics: Electricity & Magnetism*****Spring Semester***

This course introduces the student to the topics of static electricity, electric fields, Gauss' Law,

electric potential, capacitance, resistance, current, voltage, simple electric circuits, magnetic fields, Ampere's Law, Faraday's Law, and inductance.

**3 class periods.**

**1 three-hour laboratory.**

**5 credit hours. Satisfies ADR III.**

### **PHY262, PHY263 (PHY242)**

#### **Engineering Physics: Optics and Modern Physics**

##### *Spring semester*

A study of nature and propagation of light, reflection and refraction of light, interference, diffraction and polarization, special theory of relativity, quantum theory of light, photoelectric effect, x-ray diffraction, Compton effect, wave properties of particles, uncertainty principle and its applications, atomic models, atomic spectra,

quantum mechanics, statistical mechanics, atomic nucleus, nuclear transformations, elementary particles, etc. Prerequisite: MAT271.

**3 class periods.**

**1 three-hour laboratory.**

**4 credit hours.**

### **PHY490 Physics Internship**

This off-campus internship is designed to give the students an opportunity to make use of the practical aspects of their classroom knowledge, thus developing their confidence and understanding through experience. The corporate supervisor and the faculty supervisor will evaluate student's performance. Prerequisites: Junior standing including PHY160, PHY162, PHY262, and departmental approval of each participant's individual program.

**3 credit hours each semester.**

## **POLITICAL SCIENCE AND GOVERNMENT**

### **AMERICAN GOVERNMENT/ PUBLIC ADMINISTRATION/ INTERNATIONAL STUDIES/ URBAN STUDIES**

#### **PS100 Introduction to Political Science**

##### *Fall-Spring Semesters*

An introduction to modern political science and the political experience. Topics to be discussed will include the perennial problems of politics and public policy as well as classical and modern approaches to these problems. Special attention will be paid to the key figures and schools of modern political science.

**3 credit hours. Satisfies ADR II.**

#### **PS141 American Government**

##### *Fall-Spring Semesters*

A study of the structure and functions of American national government, including the formal and informal roles of the Congress, the Presidency and the Courts. The course will also discuss the nature of federalism, the practice of politics, and the extent of national power. Discussion of cur-

rent domestic and foreign policy issues will be included in the course.

**3 credit hours. Satisfies ADR IV.**

#### **PS151 Introduction to Public Administration**

##### *Fall Semester*

An introductory study of structure, organization and management of public departments and agencies. The course will also focus on the differences between public and private administrative settings and the implications of the American Federal System for Public Administration.

**3 credit hours.**

#### **PS242 State and Local Government**

##### *Fall-Spring Semesters*

A study of the structure and functions of the major types of state, county and city governments, regional authorities; metropolitan areas. Special attention will be given to the government of the state of Pennsylvania and to the unique problems of contemporary urban politics.

**3 credit hours. Satisfies ADR II.**

**PS243 Government and Politics of Africa**  
*Spring Semester*

A discussion seminar on the government and politics of representative African states. This study will also consider the relevance of trends in governing structures, economic patterns, international relations and nationalism in contemporary Africa. Not open to freshmen.

**3 credit hours. Satisfies ADR V.**

**PS244 Government and Politics of East Asia**  
*Spring Semester*

The course examines the changing socio-economic, cultural, and political aspects of PRC, the ROK, and Japan. Special attention is given to Maoism and the Cultural Revolution, China's Second Revolution, the quest for democracy in South Korea, and Japanese economy.

**3 credit hours. Satisfies ADR V.**

**PS245 Government and Politics of Latin America**  
*Fall Semester*

Viewing the politics of Latin America as if it were a game, the course identifies the basic rules, the domestic and foreign players involved, and the stakes in the different modes of politics and economic development. Special focus is on the countries of Argentina, Brazil, Chile, Cuba, Mexico, Nicaragua, Peru and Venezuela. Not open to freshmen.

**3 credit hours. Satisfies ADR V.**

**PS246 Government and Politics of the Middle East**  
*Fall Semester*

A broad study of the governments and political systems of different countries in the Middle East. Special emphasis will be on the socio-economic and political development in the area. Other topics will include legacy of imperialism, nationalism, Arab-Israeli conflict, U.S. role in the Middle East, revival of Islam, the Gulf War and the prospects for future peace in the Middle East. The focus will be on the countries of Egypt, Iran, Iraq, Israel,

Jordan, Lebanon, Saudi Arabia, Syria, and Turkey. If time permits, other Middle Eastern countries will be studied. Not open to freshmen.

**3 credit hours. Satisfies ADR V.**

**PS247 Government and Politics of Russia**

A brief comparative survey of Tsarist and Soviet governments and socio-economic, political and ideological systems; a more detailed study of contemporary government and political structures of Russia and the countries of the former Soviet Union.

**3 credit hours. Satisfies ADR V.**

**PS250 Governments and Politics of South Asia**  
*Spring Semester*

A broad study of the governments and political structures of different countries in South Asia. The course will contain a good deal of analysis and theoretical insight into the cultural and historical milieu in which political developments take place. The focus will be on India, Pakistan, Bangladesh, Nepal, Bhutan, Sri Lanka, and Maldives. Not open to freshmen.

**3 credit hours. Satisfies ADR V.**

**PS260 (PS301) Comparative Politics**  
*Fall Semester*

An introduction to the practice of politics and the governing institutions of selected democratic and non-democratic states. Topics to be discussed include the problems of political and economic development, mechanisms of stability and change, and approaches to comparative analysis.

**3 credit hours. Satisfies ADR II.**

**PS262 Scope and Methods of Political Science**  
*Fall Semester*

This course is intended to introduce the political science major to the discipline of political science. Topics include the nature and structure of the discipline, controversies and criticisms, the role of scientific method including data gathering and analysis, theory development and hypothesis test-

ing, selected statistical techniques, public opinion polling, and experimental design.

**3 credit hours. Satisfies ADR II.**

### **PS302 International Relations**

#### *Fall Semester*

An introduction to the major influences in the relationships between states. Emphasis is on the historical emergence of the International System. Internal and external influences on foreign policies are examined. Topics such as Arms Control, North-South relationships, International Organizations, Global Problems and World Peace are explored in depth. Use is made of maps, graphs, charts, statistics, and extensive use of the Internet.

**3 credit hours. Satisfies ADR II.**

### **PS303 American Foreign Policy Making**

#### *Fall Semester*

Concerns the formation and conducts of U.S. relations with other nations of the world; emphasis is institutional with policy makers and policy execution at the center. Fundamental American values in foreign policy and the roles of leaders instrumental in creating and developing foreign policy objectives are examined. Open to juniors and seniors.

**3 credit hours. Satisfies ADR II.**

### **PS305 Parties, Campaigns and Elections**

#### *Fall (even numbered years)*

The nature and function of political parties in the American two-party system; the impact of the mass media and campaign reform on the electoral process; third party movements; the future of both major political parties. Special attention will be paid to the most recent Presidential nominations, campaigns, and election.

**3 credit hours. Satisfies ADR II.**

### **PS306 Introduction to International Organizations**

#### *Fall Semester*

This course deals primarily with the origins, nature and functions of international organizations (the League of Nations, the United Nations, and regional organizations). The course examines the

cooperative approach to international problems. A special attention is given to the structure and functions of the U.N. and the relations among the U.S., the U.N., and the Third World. Prerequisites: PS100 and PS302 or instructor's approval.

**3 credit hours. Satisfies ADR II.**

### **PS310 Decision Making in the Public Sector**

#### *Spring (odd numbered years)*

Decision making theory as it applies to the public sector. Includes both individual and group decision making environments as well as the political, psychological and quantitative implications of decision making. Attention is given to the differences between the public and private sector (i.e., lack of profit motive, differences in sales and advertising techniques, etc.), and the impact of the political environment upon the public decision-making process.

**3 credit hours.**

### **PS312 Politics of Public Policy**

#### *Fall (even numbered years)*

Analysis of the development, implementation and evaluation of public policy within the federal system. The course will view the public policy from the perspective of the executive, legislative, judicial and bureaucratic branches of government. In addition, emphasis will be placed on public input into the governmental process.

**3 credit hours. Satisfies ADR II.**

### **PS352 Introduction to Public Finance**

#### *Fall (odd numbered years)*

The course focuses on an economic and political analysis of public choice theory, income distribution, expenditure analysis, income transfer programs, and tax theory. Topics include analysis of revenues and expenditures relating to such areas as health care, social security, welfare and unemployment, education, national security, etc.

**3 credit hours.**

### **PS360 Political Theory**

#### *Spring Semester*

An examination of selected themes and issues in political theory. Topics to be considered include

the nature of justice, the problem of community, theories of obligation and rights, the nature of the state, the problem of historicism and relativism. Special attention will be paid to the implications of modern thought. (cross-listed as P360).

**3 credit hours. Satisfies ADR II.**

### **PS361 American Political Thought**

*Fall (odd numbered years)*

An introduction to American political thinking from the founding to the present. This course deals with the uniqueness of and tensions in the American tradition through a critical examination of the thought of American statesmen and theorists.

**3 credit hours. Satisfies ADR II.**

### **PS362 The Congress**

*Spring Semester*

A study of the history and politics of the U.S. Congress. Topics include the constitutional vision of the founders, the evolution of Congress as an institution, the differences between the Senate and the House of Representatives, the norms and folkways of the Congress, leadership in the House and Senate, the legislative process, and the Congress and Presidential and Congressional elections. Prerequisite: PS141 or consent of instructor.

**3 credit hours. Satisfies ADR II.**

### **PS363 The Presidency**

*Spring Semester*

A study of the history and politics of the American presidency. Topics include the electoral college and presidential elections, the formal powers of the presidency, the nature of presidential leadership and decision-making, the media and the presidency, the presidential office, the cabinet, the presidential bureaucracy and contemporary theories of the presidency. Prerequisite: PS141 or consent of instructor.

**3 credit hours. Satisfies ADR II.**

### **PS370 American Constitutional Thought**

*Spring Semester*

Development of the American constitutional system. Emphasis given to historical perspective, the

evolution of the U.S. Constitution and the impact of judicial interpretations and law on a changing American society. Note: Credit allowed as either a History or Political Science course.

**3 credit hours. Satisfies ADR II.**

### **PS450 Senior Seminar**

This course is a senior level seminar for political science majors. The purpose of the course is to offer an opportunity for students to integrate and synthesize their previous course work in the discipline. A major research paper will be required. Topics to be discussed will be professionalism and ethics; practical issues and concerns in applied research; controversies in research methods; the current state of the discipline. Open to senior political science majors, students minoring in political science, and others with the consent of the instructor.

**3 credit hours.**

### **PS471-480 Selected Topics in Political Science**

Various topics examining current theoretical or practical issues in contemporary politics and/or political science. Examples of possible topics: the post-modern situation, politics and religion, the end of ideology, feminist politics, politics and the arts, the First Amendment, etc.

**3 credit hours. Satisfies ADR II.**

### **PS490, PS491 Government/Public Administration Internship**

Specialized governmental experience in a selected city, county, state or federal agency. Independent research may be a part of this experience. Departmental approval is required in advance. Pass/fail only.

**3 credit hours each semester.**

### **PS498, PS499 Independent Study**

The Independent Study Program affords an opportunity for students who wish to undertake a well-defined research project. While these students conduct their work under the guidance of a faculty member of their own choosing, the project is carried out in an independent manner without

regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual stu-

dent's responsibility and initiative in the learning process.

**1–3 credit hours.**

## PSYCHOLOGY

### **PSY100 General Psychology**

#### *Fall-Spring Semesters*

A survey presentation of the fundamental theories, principles and research methods of psychology. Emphasis is placed on psychology as the scientific study of behavior and cognitive processes. Students will be expected to demonstrate critical evaluation and creative thinking skills, an understanding of the data-gathering methods of psychology, and an ability to utilize information technology. Assessment techniques in all sections will include written and/or oral projects as well as objective measures.

**3 credits hours. Satisfies ADR II.**

### **PSY150 Introduction to Psychology I**

#### *Fall Semester*

This course is designed primarily for the psychology major. An explicit, in depth introduction of the theories and principles of psychology from a scientific viewpoint are presented. Laboratory experiences are required. Students who have completed or who are enrolled in PSY100, General Psychology, may not enroll in this course.

**3 credit hours.**

### **PSY151 Introduction to Psychology II**

#### *Spring Semester*

This course is a continuation of PSY150. Writing in the APA style will be emphasized. Laboratory experiences are required. Students who have completed or who are enrolled in PSY100, General Psychology, may not enroll in this course.

**3 credit hours.**

### **PSY270 Design and Analysis I**

#### *Fall Semester*

This course is designed to provide the psychology major with an integrated introduction to the scientific method as practiced in psychology. Topics

covered will include: statistical analysis of data, experimental design, data collection and the APA style for research report writing. A variety of statistical methods will be presented. Prerequisite: PSY100 OR PSY150, MAT111 or higher or permission of instructor.

**3 credit hours.**

### **PSY271 Design and Analysis II**

#### *Spring Semester*

This course is a continuation of PSY270. The course will focus on the experimental method and relevant statistical analysis. Prerequisite: PSY270 or permission of instructor.

**3 credit hours.**

### **PSY307 Cognitive Psychology**

#### *Spring Semester*

This course studies, in detail, those mental processes and structures that compose the human cognitive system. The course will view cognitive psychology as the coordinated operation of mental processes within a multicomponent memory system. Topics include: memory processes and theories, conscious processing, knowledge representation and storage and retrieval of memory. Recent research findings and issues related to human memory are stressed. The class includes a laboratory component. Prerequisite: PSY100 or PSY150.

**3 credit hours.**

### **PSY309 Theories of Learning**

#### *Fall Semester*

This course takes a theoretical approach to learning employing viewpoints from traditional learning theory. Classical questions in the field of human learning are explored. The class includes a laboratory component. Prerequisite: PSY100 or PSY150.

**3 credit hours.**

**PSY320 Developmental Psychology**

*Fall-Spring Semesters*

This course follows the developing child from conception until adolescence. The course content includes the biological foundation of development, physical, motor, language, cognitive and social development. Theory and application are integrated. Individualized student projects are a component. Prerequisite: PSY100 or PSY150. Students who have completed or are enrolled in N201 may not enroll in this course.

**3 credit hours. Satisfies ADR II.**

**PSY325 Adult Development**

*Spring Semester*

This course studies age-related physical, psychomotor, and cognitive changes in maturity and aging from a life-span perspective. Recent research findings and issues related to the study of adult development are stressed. Theory and lecture may be complemented by individual student project. Prerequisite: PSY100 or PSY150.

**3 credit hours.**

**PSY327 Psychology of Exceptional Children**

*Fall-Spring Semesters*

A survey course of the major areas of exceptionality, dealing with the etiology, diagnosis, and behavioral implications of intellectual, physical, sensory and social-emotional developmental disabilities, particularly as they pertain to the learning process in education. Prerequisite: PSY100 or PSY150.

**3 credit hours.**

**PSY341 Abnormal Psychology**

*Fall-Spring Semesters*

The etiology, diagnosis, treatment and social significance of various forms of psychopathologies. The DSM-IV classifications system is employed. Prerequisite: PSY100 or PSY150.

**3 credit hours. Satisfies ADR II.**

**PSY343 Social Psychology**

*Spring Semester*

Understanding of the effects of the social environment and the influence of others on individual

behavior. Prerequisites: PSY100 or PSY150 and SOC100.

**3 credit hours.**

**PSY345 Personality**

*Fall Semester*

A critical survey of the theories of personality including their origin, relevant research and application to understanding human behavior. Prerequisite: PSY100 or PSY150.

**3 credit hours.**

**PSY351 Biological Bases of Behavior**

*Fall Semester*

The study of psychology from a biological perspective. Emphasis is placed on the structure and function of the human nervous system, neurochemical processes and the physiological basis of sleep, motivation, emotion, learning, memory and psychopathology. Prerequisite: PSY100 or PSY150.

**3 credit hours.**

**PSY354 Sensation and Perception**

*Spring Semester*

The study of human sensory and perceptual processes. Emphasis is placed on the basic physiological mediation of human sensations and on the different research strategies used in understanding human perception. Viewpoints will include the psychophysical, Gestalt and cognitive approaches. Prerequisite: PSY100 or PSY150. PSY351 is recommended.

**3 credit hours.**

**PSY360 Psychology of Learning**

Utilization of learning principles and theories in the production of learned behavior. Emphasizes contemporary approaches to description and explanation of learning phenomenon. Lecturers, readings and classroom experiments. Designed for those pursuing careers in education. Prerequisite: PSY100 or PSY150.

**3 credit hours.**

**PSY363 Industrial and Organizational Psychology**

*Fall Semester*

An introduction to the scope and problems of Industrial and Organizational Psychology. Empha-

sis is placed on personnel selection, human factors, group dynamics, system design, training leadership, performance evaluation and consumer psychology. Prerequisites: PSY100 or PSY150; PSY270; PSY271; PSY343; or permission of the instructor.

**3 credit hours.**

### **PSY365 Psychological Testing and Assessment**

#### *Spring Semester*

Introduction to the basic principles of measurement and a survey of psychological testing and assessment. Topics include validity, reliability, norm-referencing, criterion referencing, and interpretation of results; ethical and social issues in testing will be stressed; theories of intelligence and their relation to intelligence testing; in addition, personality and ability assessment will be discussed. Prerequisite: PSY100 or PSY150.

**3 credit hours.**

### **PSY370 Design and Analysis III**

#### *Fall-Spring Semesters*

The course will provide students with the opportunity to apply the statistical and research techniques presented in PSY270 and PSY271. Students will be responsible for writing an APA style report and for oral presentation of original research. The research design may be experimental, quasi-experimental, or correlational. Statistical techniques covered in PSY270 and PSY271, such as ANOVAs and correlational analysis, may be used. Emphasis will also be placed upon critical reading and analysis of primary research articles. Prerequisites: PSY270, PSY271, or permission of instructor.

**3 credit hours.**

### **PSY390-PSY399 Special Topics in Psychology**

#### *Fall-Spring Semesters*

This course is designed to enable students, particularly psychology majors, to focus on special topics or issues in the field of psychology. Topics in these courses will vary permitting students and

faculty to focus upon areas of special interest or upon unique areas in the field. Prerequisite: PSY100 or PSY150; additional prerequisites may vary according to the topic.

**3 credit hours.**

### **PSY421 Psychology Cooperative Internship**

#### *Spring Semester*

A program that provides on-the-job experiences in the application of psychology. The student spends a minimum of 120 hours per semester with a selected agency in the performance of meaningful tasks within the agency. In addition, a one-hour per week class provides for integration of the student's academic and agency work. The internship provides an opportunity to explore job possibilities as well as making academic work more meaningful through application of theoretical principles. Prerequisites: An application is required six months prior to the placement; Approval of the instructor; GPA of 2.5 or greater and 60 credit hours.

**3 credit hours.**

### **PSY422 Psychology Cooperative Internship**

#### *Spring Semester*

An opportunity for an additional internship experience. The requirements are those stated in PSY421. Prerequisite: PSY421; Application six months prior to the placement; permission of the instructor; GPA of 2.5 or greater and 60 credit hours.

### **PSY431 Senior Teaching Practicum**

#### *Fall-Spring Semesters*

An opportunity for the advanced psychology student to assist a member of the psychology faculty in a laboratory course. Prerequisites: PSY100 or PSY150; PSY270; PSY271; 12 additional hours in psychology; senior standing; GPA 3.0 or above.

**1 credit hour.**

### **PSY432 Senior Teaching Practicum**

#### *Fall-Spring Semesters*

An additional opportunity for the advanced student to assist a member of the psychology faculty



in a laboratory course. Prerequisites: PSY432; GPA 3.0 or above.

**1 credit hour.**

**PSY441 Counseling Theories in Psychology**  
*Spring Semester*

An overview of the major theoretical perspectives which provide the foundations for the contemporary practice of counseling. Each theoretical perspective will be explored in terms of key concepts, historical development, strategies and techniques, current status and effectiveness. Prerequisite: PSY100 or PSY150; PSY341.

**3 credit hours.**

**PSY472 History and Systems of Psychology**  
*Fall-Spring Semesters*

Analysis of the historical background and present systems in the field of psychology. Emphasis is placed on integrating course work into a historical perspective. Prerequisites: PSY100 or PSY150 and senior standing in psychology.

**3 credit hours.**

**PSY490 Senior Seminar in Psychology**  
*Fall-Spring Semesters*

The capstone course in psychology designed to

provide the graduating senior with an integrating experience. Emphasis is placed on critical thinking, evaluation and research. Prerequisite: PSY100 or PSY150; PSY472; 12 additional hours in psychology.

**3 credit hours.**

**PSY498 Independent Study in Psychology**  
*Fall-Spring Semesters*

The course affords the junior or senior psychology student the opportunity to investigate a research question. An APA-style paper suitable for presentation and/or publication is the objective of the course. The course must be arranged with a full-time faculty member. Prerequisites: PSY100 or PSY150; 12 additional hours in Psychology.

**1-3 credit hours.**

**PSY499 Independent Study in Psychology**  
*Fall-Spring Semesters*

The course affords the junior or senior psychology student a second opportunity for in-depth research of a topic in psychology. The course must be arranged with a full-time faculty member. Prerequisite: PSY498.

**1-3 credit hours.**

## QUANTITATIVE BUSINESS

**QBA260 Business Statistics**  
*Fall-Spring Semesters*

This is an introductory course in statistics, the study of proper methods of presenting data and of interpreting sample data based on probability theory. Coverage includes descriptive statistics, probability and probability distributions, and interval estimation and hypothesis testing of means and proportions. A statistical software package is introduced in this course. Prerequisite: MAT105 or equivalent and IFS305.

**3 course hours.**

**QBA310 Management Science**  
*Fall-Spring Semesters*

Management Science is the application of math-

ematical modeling techniques to routine business situations requiring management evaluation and subsequent policy recommendations. Topics covered include linear, integer and goal programming; transportation and assignment models; decision analysis, and project evaluation and review technique. Oral presentations, written reports and the use of management science computer software package required. Prerequisite: MAT120 and QBA260 or equivalents.

**3 credit hours.**

**QBA320 Statistical Analysis for Business Decisions**  
*Fall-Spring Semesters*

This is a second course in an optional two-course

sequence in statistics. It covers inferential statistics stressing underlying theory and assumptions, practical applications, and utilization of computer software. Topics covered include: analysis of variance, chi square tests, nonparametric statistics, index

numbers and aggregate price indexes, forecasting and time series analysis, sampling techniques, and regression analysis. Prerequisite: MAT120 and QBA260 with a "2" or better or equivalents.

**3 credit hours.**

## RECREATION AND LEISURE ADMINISTRATION

### **REC101 Recreation and Leisure in Modern Society**

#### *Fall-Spring Semesters*

Surveys the present nature, scope, and significance of recreation and leisure for all citizens including specialized groups. Emphasis will be on the opportunities, responsibilities, and requirements of professional recreational work. Required for majors.

**3 credit hours.**

### **REC103 Leadership in Recreation and Leisure Activities**

#### *Fall-Spring Semesters*

Investigates the special problems facing recreation professionals in various types of group settings. Consideration will be given to developing, supervising and coordinating recreational programs. Required for majors.

**3 credit hours.**

### **REC221 Recreation Practicum**

#### *Fall-Spring Semesters*

Provides early field experience by placement in a recreational setting where the student will work 120 hours under careful supervision. Seminar sessions will be conducted to share problems and experiences. Required, by advisement, for majors.

**3 credit hours.**

### **REC301 Group Dynamics and Leadership**

#### *Fall Semester*

An in-depth study of the reactions and relationships between members of groups, supervision of staff and volunteers, and techniques for guiding the interaction toward defined goals. Required for Community Recreation emphasis.

**3 credit hours.**

### **REC310 Outdoor Recreation**

#### *Spring Semester*

Survey trends and issues in outdoor recreation, parks and conservation, including agency resources, legislation, and research. Includes outdoor recreation programs, resource management, and outdoor skills. Recreation elective.

**3 credit hours.**

### **REC311 Introduction to Therapeutic Recreation**

#### *Fall-Spring Semesters*

Introduction to principles and techniques used in serving special groups with physical, emotional or social disabilities. Required for majors.

**3 credit hours.**

### **REC331 Leadership in Therapeutic Recreation**

#### *Spring Semester*

Gives training in group leadership and organization and practical application of those techniques. Required for Therapeutic Recreation emphasis.

**3 class/laboratory periods 3 credit hours.**

### **REC333 Organizing Community Recreation**

#### *Spring Semester*

Considers the nature of urban recreation and the people it serves; studies means for mobilizing a community for recreation, and the approaches for planning, organizing and conducting programs. Required for Community Recreation emphasis.

**3 credit hours.**

### **REC343 Organizing Therapeutic Recreation**

#### *Fall Semester*

Concerned with the practice of therapeutic recreation and the specialized groups it serves; consid-

ers means of organizing a community or institution for providing recreation to meet unique requirements. Surveys approaches for planning, organizing and conducting specially tailored programs. Required for Therapeutic Recreation emphasis.

**3 credit hours.**

### **REC392 Selected Topics in Recreation**

#### *Spring Semester*

Exploration of issues, trends, and philosophies of recreation including, but not limited to, commercial recreation, and travel and tourism. Required for Community Recreation emphasis.

**3 credit hours.**

### **REC400 Leisure and Aging**

Exploration of the significance of recreation throughout the life cycle relative to the individual's attitudes, values, behaviors, and use of resources. Emphasis on leisure life styles of the elderly. Prerequisite: REC311.

**3 credit hours.**

### **REC401 Management of Recreation Park Facilities**

#### *Fall Semester*

Information on management procedures for recreation facilities; planning and design, fiscal and capital development, maintenance, safety, accessibility, and vandalism control. Recreation elective. Prerequisite: REC333.

**3 credit hours.**

### **REC421, REC422, REC423, REC424**

#### **Directed Field Experience in Recreation and Leisure**

#### *Fall-Spring-Summer Semesters*

A program to provide on-the-job experiences in application of principles and techniques in either

Community Recreation or Therapeutic Recreation. This provides the student with the opportunity to develop the art and skill of dealing with people in a professional capacity while under close supervision of an experienced supervisor and a faculty member. Required of all majors of second semester junior or first semester senior standing.

135 or more work experience hours per 3 credit hours up to a total of 9 credit hours required; an additional 3 credit hours is available as a recreation elective.

### **REC450 Recreation Administration**

#### *Fall-Spring Semesters*

This course will study the organizational patterns and administrative problems involved in operating various leisure service agencies: forms of organization, planning, budget, personnel, liability, public relations and evaluation. Required for all majors of senior standing.

**3 credit hours.**

### **REC491 Seminar in Recreation and Leisure**

#### *Fall-Spring Semesters*

A study of the implications of leisure and recreation as they relate to organization of recreation services. Visits to a variety of recreation agencies will be emphasized. Required of all majors of senior standing.

**3 credit hours.**

### **REC498, REC499 Independent Study**

Independent investigations of current problems facing the recreation field. These may include philosophical basis, delivery of services, professional problems, needed research, and certification or licensing. Recreation elective.

**1-3 credit hours each semester.**

## **RESPIRATORY CARE**

### **RT100 Basic Science for Respiratory Care**

A survey of basic principles as applied to the practice of respiratory care. Included are respiratory terminology, scientific measure, fluid physics, gas

physics, basic electricity, chemical and physical properties of matter, basic genetics, basic microbiology, respiratory therapy equipment cleaning and sterilization.

**3 credit hours.**

**RT105 Medical Terminology for Health Professions**

An introduction to medical terminology including prefixes, suffixes, roots, and abbreviations. Also included are use of medical dictionaries and the format of the patient chart.

**1 credit hour.**

**RT110 Oxygen Therapy and Cardiopulmonary Resuscitation**

An overview of the history of respiratory care and the professional organizations related to respiratory therapy. A comprehensive study of oxygen delivery devices, oxygen analysis, cardiopulmonary resuscitation, and artificial airways. This course includes certification in Basic Cardiac Life support by the American Heart Association. Prerequisite: RT100.

**3 credit hours.**

**RT115 Bronchopulmonary Hygiene**

An overview of respiratory anatomy, physiology, and pathophysiology. A comprehensive study of aerosol and humidity therapy, pharmacology of aerosol and humidity therapy, pharmacology of aerosolized medications, chest physical therapy, intermittent positive pressure breathing, and rehabilitation and home care of the respiratory patient. Also included is an introduction to physical examination of the chest and chest x-ray interpretation. Prerequisite: RT100.

**3 credit hours.**

**RT120 Mechanical Ventilation**

A comprehensive study of the physiology of positive pressure breathing, the design and function of continuous mechanical ventilators, techniques of continuous ventilation, and monitoring of the patient receiving continuous ventilation. Prerequisites: RT100, MAT105, RT110, RT115, RT130.

**4 credit hours.**

**RT125 Pulmonary Function Testing and Interpretation**

A study of pulmonary diagnostic procedures including spirometry, lung volumes, diffusing capacity, response to bronchodilator and bronchial challenge. Also included is an introduction to ex-

ercise testing, fiberoptic bronchoscopy, and sleep studies. Prerequisites: RT100, RT105, RT110, RT115; RT120, RT130.

**2 credit hours.**

**RT130 Pulmonary Diseases**

A comprehensive study of diseases of the respiratory system, and the pharmacologic treatment of pulmonary diseases.

**3 credit hours.**

**RT135 Pediatric Respiratory Therapy**

An introduction to fetal development, evaluation of the newborn, and cardiopulmonary diseases of infants and children. A comprehensive study of airway management, bronchopulmonary hygiene, continuous positive airway pressure, and mechanical ventilation of the pediatric patient. Prerequisites: RT100, RT105, RT110, RT120, RT130.

**2 credit hours.**

**RT150 Clinical Practice I**

An orientation to the hospital and departments related to respiratory therapy. An introduction to respiratory therapy clinical practice (may include evening rotations). Clinical competence in bland aerosol, chest physiotherapy, aerosol therapy with medications, incentive spirometry, oxygen therapy. Prerequisite: RT100. Corequisites: RT110, RT115, RT130.

**1 credit hour.**

**RT160 Clinical Practice II**

Clinical practice in respiratory care including rotations through general therapy procedures, critical respiratory care, and pulmonary function testing (may include evening rotations). Clinical competence in IPPB, induced sputum, air compressors, ultrasonic nebulizers, oxygen analysis, cuff pressure measurements, Leukens Trap, oxygen titration, isolation procedures, secure endotracheal tube, suction through airway. Prerequisite: RT150. Corequisite: RT120, RT125.

**2 credit hours.**

**RT210 Evaluation of the Patient with Pulmonary Disease**

A comprehensive study of pulmonary evaluation techniques including pulmonary history, chest

physical diagnosis, pulmonary function interpretation, arterial blood gas interpretation, and chest x-ray interpretation. Special emphasis on patient response to respiratory therapy with particular attention to goals of therapy, delivery of therapy, and evaluation of response to therapy. Prerequisite: Completion of freshman year RT program or permission of instructor.

**2 credit hours.**

### **RT250 Clinical Practice III**

Clinical practice in respiratory care including rotations through general therapy procedures (including limited evening, weekend, and night rotations), critical respiratory care, pulmonary function testing, secondary clinical affiliates, clinical laboratory and anesthesia. Clinical competence in cardiopulmonary resuscitation, initiation of therapy, tracheal intubation, arterial blood gas puncture and analysis, ventilator monitoring, ventilator circuit change, bedside parameters for weaning, extubation, oxygen tents, post-op respiratory care, nasotracheal suction, infant CPAP, infant ventilator set-ups, adult ventilator set-ups, IMV, PEEP/CPAP, transport, pulmonary function testing, respiratory equipment, cleaning and maintenance. Prerequisite: RT120, RT125, RT135, RT160.

**4 credit hours.**

### **RT255 Clinical Practice IV**

Clinical practice in respiratory care including rotations through general therapy procedures (may include evening rotations), critical respiratory care, and pulmonary function testing. In addition to application, emphasis will be placed on patient evaluation and determination of appropriateness of therapy. Clinical competency in cardiopulmonary resuscitation, arterial blood gas puncture and analysis, ventilator monitoring, ventilator circuit change, oxygen tents, spirometry. Prerequisite: RT120, RT125, RT160. Corequisite: RT210.

**1 credit hour.**

### **RT260 Clinical Practice V**

Clinical practice in respiratory care including rotations through general therapy procedures, clinical

respiratory care, and pulmonary function testing (may include evening rotations). In addition to application, emphasis will be placed on patient evaluation and determination of appropriateness of therapy. Clinical competence in initiation of therapy, bedside spirometry, nasotracheal suction, IMV, weaning from mechanical ventilation. Prerequisite: RT255.

**1 credit hour.**

### **RT270 Clinical Practice VI**

Clinical practice in respiratory care including rotations through general therapy procedures (may include evening rotations), critical respiratory care, and pulmonary function testing. In addition to application, emphasis will be placed on patient evaluation and determination of appropriateness of therapy. Clinical competence in initiation of therapy, lung volumes determination, PEEP/CPAP, extubation, post-op respiratory care. Prerequisites: RT320, RT260.

**1 credit hour.**

### **RT280 Clinical Practice VII**

Clinical practice in respiratory care including rotations through general therapy procedures (including limited evening, weekend, and night rotations), critical respiratory care, pulmonary function testing, secondary clinical affiliates, clinical laboratory, anesthesia, and respiratory therapy management and education. Clinical competence in adult ventilator set-up, infant ventilator set-up, patient transport with mechanical ventilation, exercise testing, methacholine challenge testing, lung diffusion testing, respiratory equipment cleaning and maintenance. In addition to application, emphasis will be placed on patient evaluation and determination of appropriateness of therapy. Prerequisites: RT330, RT135, HR312, RT270.

**3 credit hours.**

### **RT320 Pulmonary Physiology**

A comprehensive study of pulmonary physiology with special emphasis on clinical application of physiologic principles. Also included are the influences of pulmonary and renal physiology on acid-base balance, and neurologic aspects of respiratory

care. Prerequisites: BIO220, BIO222, RT210, or permission of instructor.

**3 credit hours.**

### **RT330 Cardiac Physiology**

A review of cardiac physiology and cardiac disease and a comprehensive study of the EKG and pharmacologic treatment of cardiac disease. Special emphasis will be placed on the interrelationship of cardiac and pulmonary disease. Prerequisites: BIO220, BIO222, RT210, or permission of instructor.

**2 credit hours.**

### **RT350 Clinical Practice VIII**

This is a clinical practice course in respiratory care including rotations through general therapy procedures and critical respiratory care. Special emphasis is placed on neonatal care and hemodynamic monitoring with clinical competence evaluation in neonatal respiratory care and hemodynamic monitoring techniques. Prerequisites: RT270, RT320, RT330, or permission of instructor.

**1 credit hour.**

### **RT410 Independent Study in Respiratory Therapy**

This course is designed to allow the student an opportunity to participate in a research project or clinical affiliation of his/her choice. This project is conducted under the direction of a faculty mem-

ber. Prerequisite: Completion of the junior year of the respiratory therapy program or permission of instructor.

**1 credit hour.**

### **RT415 Clinical Practice IX**

This is a clinical practice course in respiratory care including rotations through general therapy procedures, critical respiratory care, and pulmonary function testing. In addition to required clinical rotations, the student will be allowed the opportunity to select clinical rotations of individual interest. Prerequisites: RT350 or permission of instructor.

**1 credit hour.**

### **RT420 Clinical Practice X**

A continuation of RT415. Prerequisites: RT415 or permission of instructor.

**1 credit hour.**

### **RT450 Respiratory Therapy Seminar**

This course is designed to integrate all aspects of the student's respiratory therapy experience. Selected topics are discussed as they relate to respiratory therapy practice. Students present patient case studies, review current journal articles, and present a research paper. Prerequisites: completion of the junior year of respiratory therapy or permission of the instructor.

**2 credit hours.**

## **SOCIOLOGY**

### **SOC100 Introduction to Sociology**

#### *Fall-Spring Semesters*

This course is designed to be an introduction to the academic discipline of sociology. It focuses on the history and central theories in the field, as well as acquainting the students with the techniques of analysis used by sociologists as they conduct research. Students in this course will study topics such as gender issues, population, race and minority relations, the family, and social change.

**3 credit hours. Satisfies ADR II.**

### **SOC210 Drug/Alcohol Addiction**

#### *Spring Semester*

This course is designed to teach the student about the societal aspects of addiction. By putting the addicted person into the context of the group, family and society, the student is given theoretical approaches which helps them to understand current treatment and prevention strategies. Prerequisite: SOC100.

**3 credit hours.**

**SOC215 Law and Society**

*Spring Semester*

An analysis of the interrelationship between the legal and social order through the utilization of different sociological perspectives with an emphasis on conflict and consensus theory. Prerequisite: SOC100.

3 credit hours.

**SOC220 American Social Problems**

*Fall-Spring Semesters*

A study of the contemporary social problems related to economy, family, education, government, and poverty with emphasis on relevant data and theories for assessing causes and remedies. Prerequisite: SOC100.

3 credit hours. Satisfies ADR II.

**SOC225 The Family**

*Fall-Spring Semesters*

This course includes topics such as economic, political, and social movements that have effected family life, family adjustments, and organization. Additionally, it presents sociological data that can help students consider practical approaches to preparation for marriage and adjustments after marriage. Students will be learning about the history of this field of study, the central sociological theories that guide our studies, and about the use of statistical data and analysis to understand more about trends and changes in the family. As part of this course, students will be required to complete examinations, participate in some form of research assignment using information technology and/or presentations, and will be encouraged to think more critically and creatively about our families. Prerequisite: SOC100.

3 credit hours. Satisfies ADR II.

**SOC230 Development of Sociological Theory**

*Fall Semester*

An analysis of the historical development of social thought and theory from Comte to Simmel. Prerequisite: SOC100.

3 credit hours.

**SOC235 Contemporary Sociological Theory**

*Spring Semester*

A study of the recent developments and main currents in contemporary sociological thought, starting with functionalism. Prerequisite: SOC100.

3 credit hours.

**SOC310 Sociology of Organizations**

*Fall (even numbered years)*

An analysis of organizations as social systems. The structure of organizations, their patterns, and the impact of society on organizations will be examined. Prerequisite: SOC100.

3 credit hours.

**SOC315 Ethnic and Minority Relations**

*Fall Semester*

An analysis of the bases of ethnic conflict, accommodation and assimilation including, religious and racial minorities. Emphasis is on the United States. Prerequisite: SOC100.

3 credit hours.

**SOC320 Criminology**

*Fall-Spring Semesters*

An analysis of the creation of law, criminal causation, and corrections. Prerequisite: SOC100.

3 credit hours.

**SOC330 Sociology of Religion**

*Spring Semester (even numbered years)*

In this course, students will use a social psychological and structural approach to understand the nature of American religious systems. Using major theoretical perspectives such as authoritarian personality structure, conflict theory, and structural-functionalism, students will learn how to assess the impact of religion on the society and on groups within the society. Prerequisite: SOC100.

3 credit hours.

**SOC335 Research Methodology**

*Fall-Spring Semesters*

The nature of the scientific method and basic research including observations, experiments, interviews, and surveys. Prerequisite: BEH260, SOC100.

3 credit hours.

**SOC340 Urban Sociology***Spring Semester (odd numbered years)*

A study of the sociological development of modern cities and the impact of urbanization and urban problems on individuals, groups, and neighborhood or community formation. Prerequisite: SOC100.

**3 credit hours.**

**SOC345 Human Service Techniques***Fall-Spring Semesters*

An analysis and application of skills in client-worker relationships, information gathering, interactional skills, and the referral process. Prerequisite: SOC100.

**3 credit hours.**

**SOC410 Population Trends***Fall Semester (odd numbered years)*

A study of population dynamics and their effects on society. Emphasis will be placed on the United States. The topics will be especially relevant to behavioral science, political science, and business majors. Prerequisite: SOC100.

**3 credit hours.**

**SOC420-422 Selected Topics In Sociology***Fall-Spring Semesters*

Selected Topics in Sociology is a course designed to meet the special interests of students and faculty. Each semester a different topic will be studied, such as gender studies, victimology, and grant writing. Prerequisite: SOC100.

**3 credit hours.**

**SOC498, SOC499 Independent Study***Fall-Spring Semesters*

The Independent Study Program affords an opportunity for the student who wishes to undertake a well-defined research project. While the student conducts his work under the guidance of a faculty member of his own choosing, the project is carried out in an independent manner without regular class meetings. Effective independent study is characterized by a reduction in formal instruction and an increase in the individual student's responsibility and initiative in the learning process. Prerequisite: SOC100.

**1-3 credit hours each semester.**

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**SPEECH**

See Communication course descriptions.

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**SPORT MANAGEMENT**
**SPM101 History and Philosophy of Sport***Fall Semester*

A survey of the philosophy and historical development of sport. The course will examine the major philosophical schools of thought in sport and trace the development of competitive sport from ancient civilizations to the present. Recurring themes will be identified and significant individuals and events that impacted the history of sport will be discussed to gain a better understanding of how this important aspect of how the human experience evolved to its integral place in society.

**3 credit hours.**

**SPM201 Introduction to Sport Management***Spring Semester*

An analysis of effective management strategies and the body of knowledge associated with pursuing a career as a manager in the sport industry. Functional management, strategic planning, decision making, leadership style, managing conflict and change, motivation of a workforce and career opportunities in different sport environments will be explored during the course of the semester.

**3 credit hours.**

**SP300 Sport Marketing***Fall Semester*



An overview of the various techniques and strategies of marketing in the sport environment. Areas to be covered include the processes of the sport marketing planning model, the segmentation process, the identification of target markets, data base and relationship marketing, the major concepts of sport marketing and the development of the sport marketing mix and sponsorship packages. Prerequisites: SPM201 and MKT300.

**3 credit hours.**

### **SPM310 Sport Behavior**

#### *Spring Semester*

A survey and analysis of the principles associated with sport behavior and the sport environment. Study, research, and discussion will lead to a greater understanding of the psychological factors that enhance and impede individual and team performance. The role of sport in society and society's reciprocal impact will be investigated. Prerequisites: PSY100 and PE134.

**3 credit hours.**

### **SPM320 Sport Administration and Management Practices**

#### *Spring Semester*

An overview of practical applications of management theory in the sport environment. Areas to be covered included personnel decisions, financial issues and computer applications in sport. Prerequisites: MGT250 and SPM201.

**3 credit hours.**

### **SPM340 Financing Sport Operations**

#### *Spring Semester*

An analysis of financial concepts and theories and their application in the professional, intercollegiate, and commercial sport industries. Topics include revenues and expenses of professional, intercollegiate and private sport industries, issues impacting these revenues and expenses, budgeting methods, economic impact, fundraising at the intercollegiate level, ownership in sport and public and private funding for non-profit sport programs. Prerequisites: SPM201 and ECO200.

**3 credit hours.**

### **SPM350 Public and Media Relations in Sport**

#### *Spring Semester*

An analysis of the role of the media and public relations in sport organizations. The appropriate methods and theories will be presented as well as their application in the professional, intercollegiate and commercial sport industries. The relationship between sport organizations and the print and electronic media will be explored and how that relationship is vital to the success of the sport organization will be emphasized. Prerequisites: SPM201, CM104, and CM221.

**3 credit hours.**

### **SPM420 Facility and Event Management**

#### *Spring Semester*

An analysis of the management process involved in the designing and managing of a sport facility as well as the skills and processes associated with administering a sport event whether it be participant centered (e.g. road race, youth tennis tournament) or spectator centered (e.g., college football game, basketball game, professional golf tournament). Prerequisites: SPM201 and SPM320.

**3 credit hours.**

### **SPM425 Sport Law**

#### *Spring Semester*

An overview of the legal aspects related to the sport environment. Areas of study include constitutional amendments, legislative enactments and case law related to sport and the administration of sport programs; contracts, labor agreements, product liability, tort law and risk management. Prerequisites: Senior status sport management major.

**3 credit hours.**

### **SPM475 Ethics and Current Issues in Sport** *Fall and Spring Semesters*

A seminar examining current research, issues, reform movements, trends and ethical dilemmas in the sport management field. Topics will include issues in intercollegiate athletics, the Olympic Movement, high school sport and private sector.

Reading current texts and articles, discussion, reaction papers and evaluation of the opinions of experts in the field will be used as the foundation for the course. Prerequisites: Senior Status Sport Management Major. Corequisite: SPM480.

**3 credit hours.**

**SPM480 Work Experience in  
Sport Management**

*Fall-Spring Semesters*

A practical application experience for senior sport management majors that enables the student to utilize theories presented in coursework. This is a full academic semester experience consisting of 450–500 hours of work experience. Prerequisites: Senior status in sport management major.

**9 credit hours.**

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**THEATRE**

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See English course descriptions.

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**WOMEN'S AND GENDER STUDIES**

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**WS200 Introduction to Women's and  
Gender Studies**

*Spring Semester*

This course provides an interdisciplinary intro-

duction to the major theories, themes, methodologies, and issues of women's and gender studies.

**3 credit hours.**





## **ROSTERS**

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# ROSTERS

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# COLLEGE CALENDARS

## FALL SEMESTER 1999-2000

August 28	(Saturday)	Exploriation Program for New Students begins
August 30	(Monday)	Late Scheduling Evening Classes Begin 7:00 p.m.
August 31	(Tuesday)	Day and Twilight Classes Begin 8:00 a.m. Late Registration Fee Applies
September 6	(Monday)	Labor Day—No classes
September 8	(Wednesday)	Last day to enter, switch or add classes (Drop/Add) for the semester *
September 14	(Tuesday)	Last day to elect Pass/Fail option in stated courses*
September 15	(Wednesday)	Last day to apply for Winter Graduation
October 1-3	(Fri-Sun)	Fall Fest—Family & Homecoming Weekend
October 9 to 15	(Sat-Fri)	Warning Grades issued to students*
October 15	(Friday)	Fall Break begins 5:00 p.m.
October 20	(Wednesday)	Classes Resume 8:00 a.m.
October 22	(Friday)	Last day to withdraw from classes or from the college for the semester*
November 23	(Tuesday)	Thanksgiving Vacation begins 10:00 p.m.
November 29	(Monday)	Classes Resume 8:00 a.m.
December 14	(Tuesday)	Last day of regular classes for the semester*
December 15	(Wednesday)	Reading Day—No Classes Final Examinations for WEDNESDAY EVENING classes
December 16 to 21	(Thurs-Tues)	Final Examinations
December 22	(Wednesday)	Winter Commencement 10:30 a.m.

## SPRING SEMESTER 1999-2000

January 18	(Tuesday)	New Student Orientation Late Scheduling
January 19	(Wednesday)	Classes Begin 8:00 a.m.* Late Registration Fee Applies
January 26	(Wednesday)	Last day to enter, switch or add classes (Drop/Add) for the semester*
February 1	(Tuesday)	Last day to elect Pass/Fail option in stated courses*
February 4	(Friday)	Last day to apply for Spring Graduation
February 26	(Saturday)	Winter Vacation begins 12:00 Noon
March 6	(Monday)	Classes Resume 8:00 a.m.
March 6-11	(Mon-Sat)	Warning Grades issued to students*
March 17	(Friday)	Last day to withdraw from classes or from the college for the semester*
April 19	(Wednesday)	Spring Vacation begins 10:00 p.m.
April 25	(Tuesday)	Classes Resume 8:00 a.m.
May 4	(Thursday)	Last day of regular classes for the semester*
May 5	(Friday)	Reading Day—No Classes
May 6-11	(Sat-Thurs)	Final Examinations
May 13	(Saturday)	Spring Commencement 10:30 a.m.

\*Dates for 1/2 credit physical education courses vary from those stated above. The specific dates may be obtained from the Registrar.

## MBA GRADUATE SUMMER PROGRAM 2000

The MBA Program offers courses during the summer. The specific dates will be printed in the Summer 2000 Brochure or may be obtained from the Registrar's Office.

## UNDERGRADUATE SUMMER PROGRAMS 2000

The undergraduate summer program consists of several separate sessions offered throughout the summer on campus and at the Hanover Center. The specific dates will be printed in the Summer 2000 Brochure or may be obtained from the Registrar's Office.



# COLLEGE CALENDARS

## FALL SEMESTER 2000-01

August 26	(Saturday)	Exploriation Program for New Students begins
August 28	(Monday)	Late Scheduling Evening Classes Begin 7:00 p.m.
August 29	(Tuesday)	Day and Twilight Classes Begin 8:00 a.m. Late Registration Fee Applies
September 4	(Monday)	Labor Day—No classes
September 6	(Wednesday)	Last day to enter, switch or add classes (Drop/Add) for the semester *
September 12	(Tuesday)	Last day to elect Pass/Fail option in stated courses*
September 15	(Friday)	Last day to apply for Winter Graduation
October 6 to 8	(Fri-Sun)	Fall Fest—Family & Homecoming Weekend
October 7 to 13	(Sat-Fri)	Warning Grades issued to students*
October 13	(Friday)	Fall Break begins 5:00 p.m.
October 18	(Wednesday)	Classes Resume 8:00 a.m.
October 20	(Friday)	Last day to withdraw from classes or from the college for the semester*
November 21	(Tuesday)	Thanksgiving Vacation begins 10:00 p.m.
November 27	(Monday)	Classes Resume 8:00 a.m.
December 12	(Tuesday)	Last day of regular classes for the semester*
December 13	(Wednesday)	Reading Day—No Classes Final Examinations for WEDNESDAY EVENING classes
December 14 to 19	(Thurs-Tues)	Final Examinations
December 20	(Wednesday)	Winter Commencement 10:30 a.m.

## MBA GRADUATE SUMMER PROGRAM 2001

The MBA Program offers courses during the summer. The specific dates will be printed in the Summer 2001 Brochure or may be obtained from the Registrar's Office.

## SPRING SEMESTER 2000-01

January 16	(Tuesday)	New Student Orientation Late Scheduling
January 17	(Wednesday)	Classes Begin 8:00 a.m.* Late Registration Fee Applies
January 24	(Wednesday)	Last day to enter, switch or add classes (Drop/Add) for the semester*
January 30	(Tuesday)	Last day to elect Pass/Fail option in stated courses*
February 5	(Monday)	Last day to apply for Spring Graduation
February 24	(Saturday)	Winter Vacation begins 12:00 Noon
March 5	(Monday)	Classes Resume 8:00 a.m.
March 5 to 10	(Mon-Sat)	Warning Grades issued to students*
March 16	(Friday)	Last day to withdraw from classes or from the college for the semester*
April 11	(Wednesday)	Spring Vacation begins 10:00 p.m.
April 17	(Tuesday)	Classes Resume 8:00 a.m.
May 3	(Thursday)	Last day of regular classes for the semester*
May 4	(Friday)	Reading Day—No classes
May 5 to 10	(Sat-Thurs)	Final Examinations
May 12	(Saturday)	Spring Commencement 10:30 a.m.

\*Dates for 1/2 credit physical education courses vary from those stated above. The specific dates may be obtained from the Registrar.

## UNDERGRADUATE SUMMER PROGRAMS 2001

The undergraduate summer program consists of several separate sessions offered throughout the summer on campus and at the Hanover Center. The specific dates will be printed in the Summer 2001 Brochure or may be obtained from the Registrar's Office.



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